THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES THE LESS, WESTMINSTER

England & Wales · Charity number 1135075

Details

Other names	ST JAMES THE LESS
Status	Registered
Legal form	Previously excepted
Registered	2010-03-22
Register	View on the Charity Commission register

Contact

Address	St. James the Less Church OFF Moreton Street London SW1V 2PS
Phone	02076306282
Email	churchadmin@sjtl.org
Website	www.sjtl.org

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: St James the Less promotes the whole mission of the church in the parish and provides regular public worship open to all; pastoral work, including visiting the sick and bereaved; evangelistic work; children's and youth work; and social action including working with the homeless.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, The Prevention Or Relief Of Poverty, Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

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Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- City Of Westminster

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£202,771	£211,045	-	-
2023-12-31	£145,796	£146,606	-	-
2022-12-31	£153,104	£143,389	-	-
2021-12-31	£131,037	£116,086	-	-
2020-12-31	£131,119	£138,232	-	-

Trustees

Name	Role	Appointed
LIS GODDARD	Chair	2011-06-03
ANTHONY METCALFE-GIBSON		2016-04-01
Benjamin George Ealovega		2021-05-23
Denise Barnett		2022-05-15
Estelle King		2020-10-11
Eunice Komakech		2022-05-15
Fung Ming Lau		2017-04-01
Helen Clare Mealins		2020-10-11
Mohinee Dorothea Gopaul		2015-09-01
Paul Anthony Hamley		2022-05-15
The Revd. Canon Dr Andrew Goddard		2014-04-14
Veronica Maria Garbutt		2020-10-11

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES THE LESS, WES

England & Wales - Charity number 1135075

Accounts

THE PAROCHIAL CHURCH COUNCIL OF

ST JAMES THE LESS

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2024

The Parochial Church Council of St James the Less

Annual Report for the year ended 31st December 2024

Contents

Annual report	1 - 21
Independent Examiner's report	22
Statement of financial activities	23
Balance sheet	24
Notes to the financial statements	25 - 38

The Parochial Church Council of St James the Less

Report of the Trustees

For the Year Ended 31st December 2024

Charity information

Incumbent	The Revd. Elisabeth (Lis) Goddard
Church address	St. James the Less Westminster Thorndike Street London SW1V 2PS
Independent examiner	Knox Cropper LLP Office Suite 1 Haslemere House Lower Street Haslemere Surrey GU27 2PE
Bankers	The Co-operative Bank 62/64 Southampton Row London WC1B 4ND Lloyds TSB 98 Victoria Street London SW1E 5JL CAF (Charities Aid Foundation) 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4TA

The Parochial Church Council of St James the Less

Report of the Trustees

For the Year Ended 31st December 2024

Annual report of the Parochial Church Council For the year ended 31st December 2024

The Parochial Church Council (PCC) of St James the Less, Westminster, the members of which act as trustees to the charity, presents its report and the financial statements of St James the Less for the year ended 31st December 2024, which have been prepared in accordance with the Church Accounting Regulations 2006 together with the applicable accounting standards and the Charities SORP 2011.

Responsibilities of the PCC

Charity law requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the results for that period. In preparing those financial statements, the PCC is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in operation.

The PCC is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity, and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In addition, they are responsible for ensuring that the accounts comply with statutory requirements, the requirements of the charity's governing instruments and including any other additional information required by law.

PCC Administrative information

St James the Less is situated on Vauxhall Bridge Road, Pimlico. It is part of the Diocese of London, Two Cities Area, within the Church of England. The correspondence address is St James the Less Centre, Thorndike Street, Off Moreton Street, London SW1V 2PS

The Parochial Church Council (PCC) is a registered charity (No. 1135075)

The Parochial Church Council of St James the Less

Report of the Trustees

For the Year Ended 31st December 2024

PCC Administrative information

PCC members who have served from 2023 (Annual Parochial Church Meeting) are:

Incumbent:	The Revd. Elisabeth Goddard	From September 2010	Chair
Church Wardens:	Dorothea Gopaul	from April 2016	
Representatives on the Deanery Synod:	Veronica Garbutt	from May 2023	
Elected Members:	Anthony Metcalfe-Gibson	from April 2022	Lay Chair
	Eunice Auma K.	from May 2022	Secretary
	Paul Hamley	from May 2022 until August 2024	Chair of Buildings Committee
	Denise Barnett	from May 2023	
	Andrew Brown	from May 2024	Treasurer
	Amabel Ealovega	from May 2024	
	Sinead Aylward	from May 2024	
Curate, Ex-Officio:	The Revd. Andrew Goddard	from September 2013	
Curate, Ex-Officio:	The Revd. Fung Lau	from July 2016	
Curate, SSM:	The Revd. Ruwani Gunawardene	from September 2022	
Curate, SSM:	The Revd. Louise Cathrow	from September 2024	
Sidesman:	Denise Barnett		
	Samuel Cassidy		
	Merlyn Christophers		
	Andrew Allen		
Staff of St James the Less, Employed by the PCC:	Samantha McCarthy	from June 2022	Operations Manager

Structure, governance and management of the PCC

The method of appointing PCC members is set out in the Church Representation Rules. All baptised Church attendees are encouraged to register on the Electoral Roll and are eligible to stand for election to the PCC within certain restrictions laid down by the Charity Commissioners.

Committees

The PCC operates through the following committees, which meet from time to time between full meetings of the PCC.

The Parochial Church Council of St James the Less

Report of the Trustees

For the Year Ended 31st December 2024

Standing Committee
This is a statutory committee and has the power to transact business of the PCC between its meetings, subject to any directions given by the Council. It meets six times a year. It consists of:

The Vicar
The Warden/s
The PCC Treasurer
The PCC Secretary
Another member of the PCC

At the request of the PCC the Lay Chair has agreed to serve as the extra PCC member of the Standing Committee, particularly in the absence of a second Church Warden. The PCC secretary currently does not attend the SC meetings for personal reasons.

Finance Sub-committee
The Finance Sub-Committee has met once in 2024, to advise on the formulation of the budget. The following people are part of the committee:

The Revd. Lis Goddard (Chair)
The Revd. Andrew Goddard
Andrew Brown – Treasurer *from November 2023*
Alice Chan – Bookkeeper
Samantha McCarthy – Operations Manager

Bookings Review Committee
This Committee exists to apply our terms and conditions and to help the Centre Manager in making difficult decisions about lettings. Business is mainly conducted by email and on an ad hoc basis. It consists of:

The Revd. Lis Goddard (Vicar)
The Revd. Andrew Goddard
Dorothea Gopaul (Warden)
Dr Paul Hamley (Chair of the Buildings Committee until August 2024)

Staffing Committee
This committee was set up by the PCC to help the Trustees to review staffing, job descriptions and the effective running of the office. The current members of this committee are:

The Revd. Andrew Goddard (Chair)
Dorothea Gopaul
The Revd. Fung Lau
Samantha McCarthy – Operations Manager (Co-opted)

The Revd. Lis Goddard attends the Staffing Committee when requested as line manager of staff.

Buildings Committee
The Buildings Committee is responsible for overseeing the maintenance, repairs and any possible building or conservation/restoration work on our significant buildings, always in consultation with the PCC. It consists of:

Dr Paul Hamley (chair) until August 2024
The Revd. Lis Goddard
Dorothea Gopaul

The Parochial Church Council of St James the Less

Report of the Trustees

For the Year Ended 31st December 2024

Samantha McCarthy - Operations Manager (Co-opted)
Adam Taylor-Smith *from December 2024*

Friends of St James the Less Restoration Committee (The Street Project)
The Friends of St James the Less Restoration Committee exists to, in co-operation with the PCC, raise the profile of St James the Less church and the restoration work which is planned for this grade 1-listed masterpiece. They are also responsible for overseeing the fundraising for the work. The members of the committee are:

The Revd. Lis Goddard – chair
Dorothea Gopaul – Church Warden
Lizzie Iron - secretary
Andrew Brown – treasurer
Neil Jackson – Victorian Society
Rosie Gorman – Events
Paul Hamley – Chair of SJTL buildings committee
Roy Stallard – local historian
Cheyenne Brown – Comms
Samantha McCarthy – Operations Manager

Following a year of successful events around G.E. Street's bi-centenary it was agreed to change the name of the Committee to The Street Project, reflecting the dual aspect of the work.

Safeguarding Committee
This Committee has not met this year, since the loss of the Children and Families Worker, however the Vicar and PSO have met regularly to ensure adequate oversight of the safeguarding work of the church and the PSO has reported as a standing item to the PCC. The Safeguarding Committee when it is reconvened, will comprised:

Samantha McCarthy – PSO and Evidence Checker
The Revd. Lis Goddard
The Children and Families Worker (to be appointed)
The Community Outreach Worker (to be appointed)
Suna Gurkan – Children's Champion

Working Groups and Teams

The Leadership Team
The Leadership Team meet termly to provide oversight to the leadership of services, homegroups and discipleship. Members of the preaching and worship teams are part of this team, as are those responsible for the oversight of our Prayer Ministry of all types. The Team consists of:

The Revd. Lis Goddard (Chair)
The Revd. Fung Lau
The Revd. Ruwani Gunawardene
The Revd. Andrew Goddard
Amabel Ealovega
Ben Ealovega
Suna Gurkan
Sinead Aylward (from September 2024)
Revd.Louise Cathrow (from September 2024)

The Parochial Church Council of St James the Less

Report of the Trustees

For the Year Ended 31st December 2024

Pastoral Team

The Pastoral Team meets fortnightly for an hour and reviews the ongoing pastoral care of the congregation. It consists of:

The Revd Fung Lau (Chair)
The Revd. Lis Goddard
The Revd. Andrew Goddard
Ben Ealovega
Estelle King
The Revd. Ruwani Gunawardene from September 2022
Sinead Aylward from September 2024
The Revd. Louise Cathrow from September 2024

ODM Leadership Team

The Open Door Meal Leadership Team has responsibility for the safe and effective running of the ODM and for ensuring ongoing financial provision. They are also responsible, with the PCC, for developing the PCC's vision for the ODM and for ensuring that the ODM is effectively and efficiently run. There is currently a need to expand our pool of able volunteers, particularly so that we have a team to manage the end of the evening. There is also the need to expand the leadership team, it is hoped that when we appoint a Community Outreach Worker that these challenges will begin to be met. The current team are:

The Revd. Andrew Goddard (Chair)
Jamie Lobban
The Revd. Fung Lau
The Revd. Lis Goddard

Fundraising Group

This group was formed towards the end of 2022 to focus on fundraising towards making our outreach work through Community Outreach Workers sustainable. The PCC are planning to appoint a part-time Children and Families Worker and a part-time Vulnerable Adults Worker in 2024 so this fundraising will be key going forward. The members of this Group are:

The Revd. Lis Goddard
Anthony Metcalfe- Gibson
Catherine Lau

The Fundraising Group did not meet in 2024.

Objectives and Activities of the PCC

St James the Less PCC has the responsibility of co-operating with an incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church and centre complex of St James the Less, Pimlico.

PCC Overview

Church attendance

There were 71 parishioners on the Church Electoral Roll for 2024. The average attendance on a Sunday was 32 adults and 3 children. Average attendance at Messy Church is 21 adults & 15 children, Special messy is 6 adults and 3 children with attendance at the Light Party being 31 adults, and 29 children. Attendance at the Special Light Party was 3 adult and 2 children. During 2024 we continued our service for families on the first Sunday of the month at 3pm called J.A.M. (Jesus and Me). Average attendance at J.A.M. was 5 adults and 6 children.

The Parochial Church Council of St James the Less

Report of the Trustees

For the Year Ended 31st December 2024

Risk Assessment

The PCC, through the staff, continues to give consideration to the major risks that the church is exposed to, to assess the likelihood of the risks occurring and the likely level of impact the risks pose, in conjunction with new diocesan guidelines. They have also considered the controls that are in place for these risks and have identified any necessary areas for action. This is an ongoing process that the PCC undertakes to ensure that the operations of the church are adequately protected against the risks it faces in achieving its strategic objectives. The PCC has a current Safeguarding Policy in place and requires all bookers of the Centre and Church to agree to it.

Safeguarding

Safeguarding in this and preceding years continues to take prominence as a priority in this and the wider Church. It is one of the most important aspects of church life because it ensures that those who form part of the church are safe to participate within it and as such, we take Safeguarding very seriously here at St James the Less and it is of utmost importance to our mission and ministry.

Safeguarding is a collective – whole church – responsibility, with this in mind we held a Safeguarding Sunday this year, which I led and dedicated to highlighting this fact, it was a very successful day as a lot of people did not realise the importance of Safeguarding and the many different aspects of this and how Jesus' command to love, means that we are commanded to demonstrate a commitment to ensuring the safety of children, young people and adults at risk as they worship and take part in activities in our church.

In St James the Less, the Clergy and the PCC along with the Safeguarding Officer all work to ensure that we have the proper systems and policies in place in line with the diocesan guidelines. We continue to strive to ensure that we respond without delay to any safeguarding issues and have placed safeguarding as a standing priority issue for the PCC and to ensure our training is up to date, this includes new training and guidelines as they arise. As safeguarding officer, I had some further training this year.

The London diocese safeguarding team have monthly meetings online to support all CSO and PSO's who can bring any questions they may have to these meetings to discuss with others, this is a very welcome monthly support.

As the St James the Less Evidence Checker and Church Safeguarding Officer, this year I have arranged the required DBS checks, assisted with safeguarding training, updated the Safeguarding dashboard, and have provided the PCC with reports and advice on the additional training that is required to take place during the year.

Samantha McCarthy

PCC Review of the year for 2023

The PCC met eight times during the year with an average attendance of 98%.

The Parochial Church Council of St James the Less

Report of the Trustees

For the Year Ended 31st December 2024

2024 Financial Review

The General Fund showed promise in 2024, with income rising by £15.2k/15.2% whilst costs rose by just £8.1k/7.2%. Whilst this was not enough to eliminate the General Fund's deficit, which was £4.9k, the deficit reduced by £7.2k/59.3% from £12.1k in 2023. However, the P.C.C. will be conscious of cashflow as the General Fund saw a £13.4k cash outflow during the year, similar to 2023.

Total income rose by £60.0k/39.1%, although the main drivers of this increase were large one-off grants and a rebate relating to the mast. These one-off items were used to pay for one-off costs resulting in an operating deficit of £8.2k. This was offset by unrealised gains in investments of £9.6k resulting to an overall surplus of £1.3k, this is £10.5k/88.7% less than the £11.8k made in 2023.

The Balance Sheet remains strong with net assets at the disposition of the Charity amounting to £554.8k, up by the net movement in funds from last year's figure of £553.4K an increase of £1.3k/0.2%. This is made up of restricted funds amounting to £491.0k, most notably the Ministry Housing Fund of £408.8k; Designated Funds of £30.3k and General Funds of £33.4k.

The Assets comprising these funds are made up of Fixed Assets amounting to £373.4k which relates to Investments, Debtors of £5.7k, Cash of £210.5k and Creditors amounting to £34.9k, of which £21.4k is deferred income from the mast contract.
It is the policy of the PCC (agreed with church members at the APCM) to maintain unrestricted funds, which are the free reserves of the Church, at a level which will provide sufficient funds to cover the normal ministry, management and administration costs of the Church for a minimum of one month (but, ideally three months) and any emergency expenditure as it should arise. Additional reserves are set aside where, in the view of the Council, it is prudent to allow for future expenditure plans. The level of unrestricted and designated reserves at 31 December 2024 stood at £63,762 (2023: £101,522).

Approved by the PCC on 3 March 2025 and signed on its behalf

E. Goddard

Independent Examiner's Report

To the Trustees of The Parochial Church Council of St James the Less

I report to the trustees on my examination of the accounts of the Parochial Church Council of St James the Less (the Charity) for the year ended 31st December 2024.

This report is made to the Trustees, as a body, in accordance with the terms of engagement. My work has been undertaken so that I might carry out an Independent Examination of the financial statements in accordance with the General Directions given by the Charity Commissioners. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body for my work or for this report.

Responsibilities and basis of report

As the charity trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Gregory Stevenson FCA
Knox Cropper LLP
Chartered Accountants

65 Leadenhall Street
London EC3A 2AD

2024

The Parochial Church Council of St James the Less

Statement of Financial Activities for the year ended 31st December 2024

	Notes	2024 Unrestricted Funds General £	2024 Unrestricted Funds Designated £	2024 Restricted Funds £	2024 Total £	2023 Unrestricted Funds General £	2023 Unrestricted Funds Designated £	2023 Restricted Funds £	2023 Total £
Income From									
Donations, Legacies and Collections	2	64,350	-	27,280	91,630	55,092	50	7,109	62,251
Other Trading Activities	3	245	37,073	6,859	44,177	-	15,040	-	15,040
Investments	4	152	1,558	14,395	16,105	177	1,155	12,803	14,135
Charitable Activities	5	50,859	-	-	50,859	45,095	-	9,275	54,370
Total Income		115,606	38,631	48,354	202,771	100,364	16,245	29,187	145,796
Expenditure On									
Raising Funds	6	854	-	5,935	6,789	-	-	261	261
Charitable Activities	7	119,655	72,142	12,459	204,256	112,417	19,573	14,355	146,345
Total Expenditure		120,509	72,142	18,394	211,045	112,417	19,573	14,616	146,606
Net Gains/(Losses) on Investment Assets	9	-	-	9,606	9,606	-	-	12,625	12,625
Net Income/(Expenditure)		(4,903)	(33,511)	39,746	1,332	(12,053)	(3,328)	27,196	11,815
Transfers Between Funds		(8,490)	9,144	(654)	-	(2,650)	2,650	-	-
Net Movement in Funds		(13,393)	(24,367)	39,092	1,332	(14,703)	(678)	27,196	11,815
Total Funds Brought Forward		46,854	54,668	451,918	553,440	61,557	55,346	424,722	541,625
Total Funds Carried Forward		£33,461	£30,301	£491,010	£554,772	£46,854	£54,668	£451,918	£553,440

The Parochial Church Council of St James the Less

Balance Sheet as at 31st December 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Fixed Assets					
Tangible Fixed Assets	8		-		-
Investments	9		373,441		349,684
			373,441		349,684
Current Assets					
Debtors	10	5,704		8,588	
Cash at Bank and in hand	11	210,484		222,903	
		216,188		231,491	
Creditors:					
Amount falling due within one year	12	(34,857)		(27,735)	
Net Current Assets			181,331		203,756
Creditors:					
Amount falling due outside one year			-		-
Net Assets			£554,772		£553,440
Represented by:					
Restricted Funds	13		491,010		451,918
Unrestricted Funds					
- **General**	14	33,461		46,854	
- **Designated**	14	30,301		54,668	
			63,762		101,522
Total Funds			£554,772		£553,440

Approved by the Parochial Church Council on 2025 and signed on their behalf.

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E Goddard

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

1. Accounting Policies

a) Status of the PCC

The Parochial Church Council of St James the Less is a registered charity, no. 1135075.

A description of the nature of the PCC's activities is disclosed in the Report of the Trustees. The PCC's principal office address is stated on page 1.

The presentation currency of the financial statements is the Pound Sterling (£).

b) Basis of Preparation and Assessment of going concern

The accounts have been prepared under the historical cost convention with the exception of investments which are included at market value. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with the Financial Reporting Standard Applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP (FRS 102)).

The Charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

c) Funds Accounting

Funds held by the PCC are:

Unrestricted Funds – The general fund which can be used for PCC ordinary purposes and funds designated by the PCC for particular purposes.

Restricted Funds
Donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

d) Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, Legacies and Collections
Collections are recognised when banked by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on covenants or Gift Aid donations is recognised in the accounts when the gift is received. Grants and legacies are accounted for when the PCC is notified of its legal entitlement and the amount due is probable.

Other ordinary income from church activities
Parochial fees due to the PCC for weddings, etc. are accounted for on an event by event basis.
Rental income is recognised when receivable.

Income from investments
Dividend and interest income are accounted for when received as is any income tax recoverable on such income.

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

1. Accounting Policies (Continued)

e) Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

f) Fixed Assets

Fixed assets are held at historic cost less depreciation. Depreciation is calculated on a straight-line basis and written off over the life of the asset according to the class of asset as follows:

Office, Centre and church equipment	20% on cost

g) Fixed Assets Investments

The Charity's investments consist of investments in unit trusts. Initially they are recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted bid price. The statement of financial activities includes the net gains and losses arising on the revaluations and disposals throughout the year.

Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value.

h) Current Assets

Amounts owing to the PCC at 31st December 2024 in respect of fees, rents or other income are shown as debtors, less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with CAF Bank, Cooperative Bank and Lloyds Bank.

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

1. Acccounting Policies (Continued)

i) Cashflow

The Charity has taken advantage of the exemption in the Statement of Recommended Practice from the requirement to produce a cashflow statement.

2. Donations, Legacies and Collections

	2024			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Gift Aid Donations	34,751	-	1,883	36,634
Gift Aid Recovered	9,063	-	798	9,861
Other Planned Giving	10,295	-	446	10,741
Open Plate Collections	3,065	-	50	3,115
Sundry Donations	5,676	-	9,903	15,579
Grants Received	1,500	-	14,200	15,700
	£64,350	£ -	£27,280	£91,630

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Gift Aid Donations	26,477	-	2,249	28,726
Gift Aid Recovered	7,322	-	897	8,219
Other Planned Giving	9,366	-	30	9,396
Open Plate Collections	2,582	-	216	2,798
Sundry Donations	4,345	50	3,717	8,112
Grants Received	5,000	-	-	5,000
	£55,092	£50	£7,109	£62,251

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

3. Other Trading Activities

	2024			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Hire of Premises	-	37,073	-	37,073
Sales	245	-	6,859	7,104
	£245	£37,073	£6,859	£44,177

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Hire of Premises	-	15,040	-	15,040
Sales	-	-	-	-
	£ -	£15,040	£ -	£15,040

4. Investment Income

	2024			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Dividends	-	-	14,151	14,151
Bank Interest	152	1,558	244	1,954
	£152	£1,558	£14,395	£16,105

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Dividends	-	-	12,577	12,577
Bank Interest	177	1,155	226	1,558
	£177	£1,155	£12,803	£14,135

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

5. Income from Charitable Activities

	2024			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Parochial Fees	1,340	-	-	1,340
Hire of Premises	49,329	-	-	49,329
Miscellaneous Income	190	-	-	190
	£50,859	£ -	£ -	£50,859

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Parochial Fees	519	-	9,275	9,794
Hire of Premises	43,252	-	-	43,252
Miscellaneous Income	1,324	-	-	1,324
	£45,095	£ -	£9,275	£54,370

6. Cost of Raising Funds

	2024			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Cost of goods sold	718	-	-	718
Fundraising events	136	-	5,935	6,071
	£854	£ -	£5,935	£6,789

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Cost of goods sold	-	-	-	-
Fundraising events	-	-	261	261
	£ -	£ -	£261	£261

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

7. Charitable Activities

	2024			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Charitable Giving (Note 7a)	457	7,686	51	8,194
Activities directly related to work of the Church (Note 7b)	52,519	-	6,708	59,227
Expenditure related to the Church (Note 7c)	22,925	64,456	5,700	93,081
Governance and Support costs (Note 7d)	43,754	-	-	43,754
	£119,655	£72,142	£12,459	£204,256

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Charitable Giving (Note 7a)	872	7,175	735	8,782
Activities directly related to work of the Church (Note 7b)	50,078	-	11,878	61,956
Expenditure related to the Church (Note 7c)	19,988	12,398	1,742	34,128
Governance and Support costs (Note 7d)	41,479	-	-	41,479
	£112,417	£19,573	£14,355	£146,345

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

7. Charitable Activities (Continued)

(a) Charitable Giving

	2024			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Mission Giving	457	6,770	-	7,227
Vicar's Discretionary Giving	-	916	51	967
	£457	£7,686	£51	£8,194

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Mission Giving	872	5,100	-	5,972
Vicar's Discretionary Giving	-	2,075	735	2,810
	£872	£7,175	£735	£8,782

Included within the above is donations to institutions of £4,227 (2023: £5,972), being predominantly the Pimlico Foundation City Mission and Helping Point UK, and donations to individuals of £3,967 (2023: £2,810).

(b) Activities Directly Related To The Work Of The Church

	2024			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Diocesan Common Fund	42,000	-	-	42,000
Centre Costs	1,043	-	-	1,043
Activities	2,958	-	-	2,799
Open Door Meals	-	-	5,779	5,779
Service Costs	2,335	-	890	3,225
Community Garden	-	-	39	198
Community Outreach	-	-	-	-
Schoolroom Costs	4,183	-	-	4,183
	£52,519	£ -	£6,708	£59,227

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

7. Charitable Activities (Continued)

(b) Activities Directly Related To The Work Of The Church

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Diocesan Common Fund	37,125	-	-	37,125
Centre Costs	3,623	-	-	3,623
Activities	2,098	-	-	2,098
Open Door Meals	-	-	5,331	5,331
Service Costs	3,452	-	-	3,452
Schoolroom Costs	3,780	-	-	3,780
Community Outreach	-	-	175	175
Community Worker Staff Costs	-	-	6,372	6,372
	£50,078	£ -	£11,878	£61,956

(c) Expenditure Related To Church

	2024			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Church Centre Running Costs	22,425	5,039	-	27,464
Building Maintenance	500	59,087	5,700	65,287
Depreciation	-	-	-	-
Vicarage Refurbishment	-	330	-	330
	£22,925	£64,456	£5,700	£93,081

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Church Centre Running Costs	19,466	1,842	-	21,308
Building Maintenance	522	10,199	1,742	12,463
Depreciation	-	357	-	357
	£19,988	£12,398	£1,742	£34,128

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

7. Charitable Activities (Continued)

(d) Governance and Support Costs

	2024			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Staff Costs	29,964	-	-	29,964
Temporary Staff	-	-	-	-
IT and Telephone	5,278	-	-	5,278
Accounting	3,842	-	-	3,842
Independent Examination	2,472	-	-	2,472
Governance Costs	-			-
Sundries	2,198	-	-	2,198
	£43,754	£ -	£ -	£43,754

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Staff Costs	28,648	-	-	28,648
Temporary Staff	-	-	-	-
IT and Telephone	5,084	-	-	5,084
Accounting	3,816	-	-	3,816
Independent Examination	2,160	-	-	2,160
Governance Costs	-			-
Sundries	1,771	-	-	1,771
	£41,479	£ -	£ -	£41,479

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

8. Tangible Fixed Assets

	Office Fittings and Equipment £	Centre Fittings and Equipment £	Church Fittings and Equipment £	Total £
Cost				
Brought forward	4,458	24,971	28,289	57,718
Additions	-	-	-	-
Carried forward	4,458	24,971	28,289	57,718
Depreciation				
Brought forward	4,458	24,971	28,289	57,718
Charge in the year	-	-	-	-
Carried forward	4,458	24,971	28,289	57,718
Net Book Value				
At 31 December 2024	£ -	£ -	£ -	£ -
At 31 December 2023	£ -	£ -	£ -	£ -

9. Investments

	2024 £
Fair value at 1 January 2024	349,684
Additions/Accumulation	14,151
Disposals	-
Unrealised gains/(losses)	9,606
Fair value at 31 December 2024	£373,441

	Holding £	Original Cost £	Market Value £
M&G Charifund	487.956	92,260	159,557
CCLA CoE Investment Fund	3038.64	80,000	190,712
CCLA CoE Property Fund	19105.8465	15,000	23,172
			£373,441

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

10. Debtors	2024 £	2023 £
Trade Debtors	4,826	4,556
Accrued Income	878	4,032
	£5,704	£8,588

11. Cash At Bank And In Hand	2024 £	2023 £
Bank accounts	£210,484	£222,903

12. Creditors	2024 £	2023 £
Amounts due within one year		
Other Creditors and Accruals	12,690	12,286
Taxation and Social Security	791	409
Deferred Income	21,376	15,040
	£34,857	£27,735

Deferred Income represents income received in advance from hires of premises. Deferred income brought forward of £15,040 was fully recognised as income in the year and the amount deferred in the year amounted to £21,376.

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

13. Restricted Funds

	Pause Project £	Vicar's £	Education £	Renewal £	Ministry Housing £	Community Worker £	Community Garden £	Open Door Meals £	Messy Church £	Total £
Balance at 1 January 2023	65	299	12,573	9,051	359,811	36,242	214	6,467	-	424,722
Income	-	532	-	11,192	12,577	2,714	-	2,172	-	29,187
Expenditure	-	(735)	-	(1,847)	-	(6,528)	(175)	(5,331)	-	(14,616)
Unrealised Gains/(Losses)	-	-	-	-	12,625	-	-	-	-	12,625
Transfers	-	-	-	-	-	-	-	-	-	-
Balance at 31 December 2023	65	96	12,573	18,396	385,013	32,428	39	3,308	-	451,918
Income	-	245	-	14,763	14,151	11,732	-	4,642	3,001	48,534
Expenditure	-	(51)	-	(11,635)	-	-	(39)	(5,779)	(890)	(18,394)
Unrealised Gains/(Losses)	-	-	-	-	9,606	-	-	-		9,606
Transfers	-	-	-	-	-	-	-	-	(654)	(654)
Balance at 31 December 2024	£65	£290	£12,573	£21,524	£408,770	£44,160	£ -	£2,171	£1,457	£491,010

Restricted Funds

Restricted funds are for specific purposes and cannot be used for anything other than their specified purpose.

Donations to the restricted VDF are used to relieve financial hardship. The Renewal fund is for the renewal and restoration of the church premises. In the current year the Renewal Fund income comprises £2,700 grant from the Benefact Trust to support the costs of replacing the church heating system and £12,063 for the renewal and restoration of the church premises. Expenditure comprises £2,700 expended on the church heating system, with the remainder of the cost being charged to the Monk designated fund, and £8,935 on the renewal and restoration of the church premises. The Pause Project, Education, Community Worker, Community Garden, Open Door Meals and Messy Church funds are used to fund different outreach activities in the community. The Ministry Housing fund is held for the purchase a property for a minister.

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

14. Unrestricted Funds

	Designated					General	
	Monk	Partners in Mission	Vicar's	Vicarage Refurbishment	Sub Total		Total
	£	£	£	£	£	£	£
Balance at 1 January 2023	29,927	5,699	11,720	8,000	55,346	61,557	116,903
Income	16,245	-	-	-	16,245	100,364	116,609
Expenditure	(9,754)	(5,100)	(2,075)	(2,644)	(19,573)	(112,417)	(131,990)
Unrealised Gains	-	-	-	-	-	-	-
Transfers	-	2,650	-	-	2,650	(2,650)	-
Balance at 31 December 2023	36,418	3,249	9,645	5,356	54,668	46,854	101,522
Income	38,631	-	-	-	38,631	115,606	154,237
Expenditure	(64,126)	(6,770)	(916)	(330)	(72,142)	(120,509)	(192,651)
Unrealised Gains	-	-	-	-	-	-	-
Transfers	-	9,144	-	-	9,144	(8,490)	654
Balance at 31 December 2024	£10,923	£5,623	£8,729	£5,026	£30,301	£33,461	£63,762

Unrestricted and Designated Funds:

Unrestricted and designated funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

The Monk fund is set aside for maintenance work to the church building and centre. The Partners in Mission fund comprises 10% of relevant general fund income and is set aside to be given away to other organisations to fund their mission work. Whilst the Vicar's Discretionary Fund (VDF) is shown as unrestricted it operates in practice like a restricted fund. However the PCC have the ability to un-designate the fund should they wish to do so, therefore it is shown as an unrestricted fund in the accounts despite operating as if it were restricted. The Vicarage Refurbishment fund is an amount set aside for cyclical maintenance works to the Vicarage.

The Parochial Church Council of St James the Less

Notes to the Accounts

For the Year Ended 31st December 2024

15. Assets Between Funds

	2024			
	Unrestricted		Restricted	
	Designated	General	Fund	Total
	£	£	£	£
Fixed Assets	-	-	-	-
Investments	-	-	373,441	373,441
Current Assets	53,234	45,290	117,664	216,188
Creditors falling due within one year	(22,933)	(11,829)	(95)	(34,857)
	£30,301	£33,461	£491,010	£554,772

	2023			
	Unrestricted		Restricted	
	Designated	General	Fund	Total
	£	£	£	£
Fixed Assets	-	-	-	-
Investments	-	-	349,684	349,684
Current Assets	62,538	66,719	102,234	231,491
Creditors falling due within one year	(15,684)	(12,051)	-	(27,735)
	£46,854	£54,668	£451,918	£553,440

16. Employee Information

There were no employees who received employee benefits exceeding £60,000 (2023: None).
The average weekly number of persons employed during the year was:

	2024	2023
	£	£
Office Staff	1	2
Staff Costs		
Wages and Salaries	29,271	34,230
Social Security Costs	-	-
Pension Contributions	693	790
	£29,964	£35,020

17. Related Party Transactions

There was no trustees' remuneration or other benefits in the year to 31 December 2024 (2023: Nil). Donations amounting to £16,345 were received from trustees during the year. One trustee, Eunice Komakech, was paid £ Nil (2023: £1,140) for opening and closing the Church Centre during the year for hires.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES THE LESS, WES

England & Wales - Charity number 1135075

Accounts

THE PAROCHIAL CHURCH COUNCIL OF

ST JAMES THE LESS

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2023

The Parochial Church Council of St James the Less

Annual Report for the year ended 31st December 2023

Contents

Annual report	1 - 20
Independent Examiner's report	21
Statement of financial activities	22
Balance sheet	23
Notes to the financial statements	24 - 37

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

Charity information

Incumbent	The Revd. Elisabeth (Lis) Goddard
Church address	St. James the Less Westminster Thorndike Street London SW1V 2PS
Independent examiner	Knox Cropper LLP Office Suite 1 Haslemere House Lower Street Haslemere Surrey GU27 2PE
Bankers	The Co-operative Bank 62/64 Southampton Row London WC1B 4ND Lloyds TSB 98 Victoria Street London SW1E 5JL CAF (Charities Aid Foundation) 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4TA

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

Annual report of the Parochial Church Council For the year ended 31st December 2023

The Parochial Church Council (PCC) of St James the Less, Westminster, the members of which act as trustees to the charity, presents its report and the financial statements of St James the Less for the year ended 31st December 2023, which have been prepared in accordance with the Church Accounting Regulations 2006 together with the applicable accounting standards and the Charities SORP 2011.

Responsibilities of the PCC

Charity law requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the results for that period. In preparing those financial statements, the PCC is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in operation.

The PCC is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity, and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In addition, they are responsible for ensuring that the accounts comply with statutory requirements, the requirements of the charity's governing instruments and including any other additional information required by law.

PCC Administrative information

St James the Less is situated on Vauxhall Bridge Road, Pimlico. It is part of the Diocese of London, Two Cities Area, within the Church of England. The correspondence address is St James the Less Centre, Thorndike Street, Off Moreton Street, London SW1V 2PS

The Parochial Church Council (PCC) is a registered charity (No. 1135075)

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

PCC Administrative information

PCC members who have served from 15th May 2022 (Annual Parochial Church Meeting) are:

Incumbent:	The Revd. Elisabeth Goddard		Chair
Church Wardens:	Dorothea Gopaul	from April 2016	
Representatives on the Deanery Synod:	Veronica Garbutt	from May 2023	
Elected Members:	Anthony Metcalfe-Gibson	from April 2022	Lay Chair
	Ben Ealovega	from May 2021	
	Estelle King	from October 2020 until May 2022	
	Helen Mealins	from October 2020 until May 2022	Treasurer
	Eunice Auma K.	from May 2022	Secretary
	Paul Hamley	from May 2022	Chair of Buildings Committee
	Denise Barnett	from May 2023	
Co-opted Member:	Andrew Brown	from September 2023	Treasurer
Curate, Ex-Officio:	The Revd. Andrew Goddard	from September 2013	
Curate, SSM:	The Revd. Fung Lau	from July 2016	
Curate, SSM:	The Revd. Ruwani Gunawardene	from September 2022	
Sidesman:	Denise Barnett		
	Samuel Cassidy		
	Merlyn Christophers		
Staff of St James the Less, Employed by the PCC:	Samantha McCarthy	from June 2022	Operations Manager
	Grace Mulera	from April 2023 until November 2023	Children and Families Worker

Structure, governance and management of the PCC

The method of appointing PCC members is set out in the Church Representation Rules. All baptised Church attendees are encouraged to register on the Electoral Roll and are eligible to stand for election to the PCC within certain restrictions laid down by the Charity Commissioners.

Committees

The PCC operates through the following committees, which meet from time to time between full meetings of the PCC.

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

Standing Committee
This is a statutory committee and has the power to transact business of the PCC between its meetings, subject to any directions given by the Council. It meets six times a year. It consists of:

The Vicar
The Warden/s
The PCC Treasurer
The PCC Secretary
Another member of the PCC

At the request of the PCC the Lay Chair has agreed to serve as the extra PCC member of the Standing Committee, particularly in the absence of a second Church Warden. The Standing Committee is once more meeting in person.

Finance Sub-committee
The Finance Sub-Committee has met once in 2023, to advise on the formulation of the budget. The following people are part of the committee:

The Revd. Lis Goddard (Chair)
The Revd. Andrew Goddard
Helen Mealins – Treasurer *until May 2023*
Andrew Brown – Treasurer *from November 2023*
Alice Chan – Bookkeeper
Samantha McCarthy – Operations Manager

Bookings Review Committee
This Committee exists to apply our terms and conditions and to help the Centre Manager in making difficult decisions about lettings. Business is mainly conducted by email and on an ad hoc basis. It consists of:

The Revd. Lis Goddard (Vicar)
The Revd. Andrew Goddard
Dorothea Gopaul (Warden)
Dr Paul Hamley (Chair of the Buildings Committee)

Staffing Committee
This committee was set up by the PCC to help the Trustees to review staffing, job descriptions and the effective running of the office. The current members of this committee are:

The Revd. Andrew Goddard (Chair)
Dorothea Gopaul
The Revd. Fung Lau
Samantha McCarthy – Operations Manager (Co-opted)

The Revd. Lis Goddard attends the Staffing Committee when requested as line manager of staff.

Buildings Committee
The Buildings Committee is responsible for overseeing the maintenance, repairs and any possible building or conservation/restoration work on our significant buildings, always in consultation with the PCC. It consists of:

Dr Paul Hamley (chair)
The Revd. Lis Goddard
Dorothea Gopaul

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

Samantha McCarthy - Operations Manager (Co-opted)
Adam Taylor-Smith *from December 2023*

Friends of St James the Less Restoration Committee
The Friends of St James the Less Restoration Committee exists to, in co-operation with the PCC, raise the profile of St James the Less church and the restoration work which is planned for this grade 1-listed masterpiece. They are also responsible for overseeing the fundraising for the work. The members of the committee are:

The Revd. Lis Goddard – chair
Dorothea Gopaul – Church Warden
Lizzie Iron - secretary
Andrew Brown – treasurer
Neil Jackson – Victorian Society
Rosie Gorman – Events
Paul Hamley – Chair of SJTL buildings committee
Roy Stallard – local historian
Cheyenne Brown – Comms
Samantha McCarthy – Operations Manager

Safeguarding Committee
This Committee has met once this year, overseeing the safeguarding work of the church and reporting to the PCC. It comprised:

Samantha McCarthy – PSO and Evidence Checker
The Revd. Lis Goddard
Grace Mulera – Children and Families Worker
Suna Gurkan – Children's Champion

Working Groups and Teams

The Leadership Team
The Leadership Team meet termly to provide oversight to the leadership of services, homegroups and discipleship. Members of the preaching and worship teams are part of this team, as are those responsible for the oversight of our Prayer Ministry of all types. The Team consists of:

The Revd. Lis Goddard (Chair)
The Revd. Fung Lau
The Revd. Ruwani Gunawardene
The Revd. Andrew Goddard
Amabel Ealovega
Ben Ealovega
Suna Gurkan

Pastoral Team
The Pastoral Team meets fortnightly for an hour and reviews the ongoing pastoral care of the congregation. It consists of:

The Revd Fung Lau (Chair)
The Revd. Lis Goddard
The Revd. Andrew Goddard
Ben Ealovega
Estelle King

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

The Revd. Ruwani Gunawardene from September 2022

ODM Leadership Team

The Open Door Meal Leadership Team has responsibility for the safe and effective running of the ODM and for ensuring ongoing financial provision. They are also responsible, with the PCC, for developing the PCC's vision for the ODM and for ensuring that the ODM is effectively and efficiently run. There is currently a need to expand our pool of able volunteers, particularly so that we have a team to manage the end of the evening. There is also the need to expand the leadership team, it is hoped that when we appoint a Community Outreach Worker that these challenges will begin to be met. The current team are:

The Revd. Andrew Goddard (Chair)
Jamie Lobban
The Revd. Fung Lau
The Revd. Lis Goddard

Fundraising Group

This group was formed towards the end of 2022 to focus on fundraising towards making our outreach work through Community Outreach Workers sustainable. The PCC are planning to appoint a part-time Children and Families Worker and a part-time Vulnerable Adults Worker in 2023 so this fundraising will be key going forward. The members of this Group are:

The Revd. Lis Goddard
Anthony Metcalfe- Gibson
Catherine Lau

Objectives and Activities of the PCC

St James the Less PCC has the responsibility of co-operating with an incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church and centre complex of St James the Less, Pimlico.

PCC Overview

Church attendance

There were 70 parishioners on the Church Electoral Roll for 2023. The average attendance on a Sunday was 35 adults and 3 children. Average attendance at Messy Church is 55 adults & 53 children, Special messy is 8 adults and 4 children with attendance at the Light Party being 63 adults, and 56 children. Attendance at the Special Light Party was 5 adult and 2 children. During 2023 we continued our service for families on the first Sunday of the month at 3pm called J.A.M. (Jesus and Me). Average attendance at J.A.M. was 8 adults and 5 children.

Risk Assessment

The PCC, through the staff, continues to give consideration to the major risks that the church is exposed to, to assess the likelihood of the risks occurring and the likely level of impact the risks pose, in conjunction with new diocesan guidelines. They have also considered the controls that are in place for these risks and have identified any necessary areas for action. This is an ongoing process that the PCC undertakes to ensure that the operations of the church are adequately protected against the risks it faces in achieving its strategic objectives. The PCC has a current Safeguarding Policy in place and requires all bookers of the Centre and Church to agree to it.

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

Safeguarding

Safeguarding in this and preceding years continues to take prominence as a priority in this and the wider Church. It is one of the most important aspects of church life because it ensures that those who form part of the church are safe to participate within it and as such, we take Safeguarding very seriously here at St James the Less and it is of utmost importance to our mission and ministry.

Safeguarding is a collective – whole church – responsibility, with this in mind we held a Safeguarding Sunday this year, which I led and dedicated to highlighting this fact, it was a very successful day as a lot of people did not realise the importance of Safeguarding and the many different aspects of this and how Jesus' command to love, means that we are commanded to demonstrate a commitment to ensuring the safety of children, young people and adults at risk as they worship and take part in activities in our church.

In St James the Less, the Clergy and the PCC along with the Safeguarding Officer all work to ensure that we have the proper systems and policies in place in line with the diocesan guidelines. We continue to strive to ensure that we respond without delay to any safeguarding issues and have placed safeguarding as a standing priority issue for the PCC and to ensure our training is up to date, this includes new training and guidelines as they arise. As safeguarding officer, I had some further training this year.

The London diocese safeguarding team have monthly meetings online to support all CSO and PSO's who can bring any questions they may have to these meetings to discuss with others, this is a very welcome monthly support.

As the St James the Less Evidence Checker and Church Safeguarding Officer, this year I have arranged the required DBS checks, assisted with safeguarding training, updated the Safeguarding dashboard, and have provided the PCC with reports and advice on the additional training that is required to take place during the year.

Samantha McCarthy

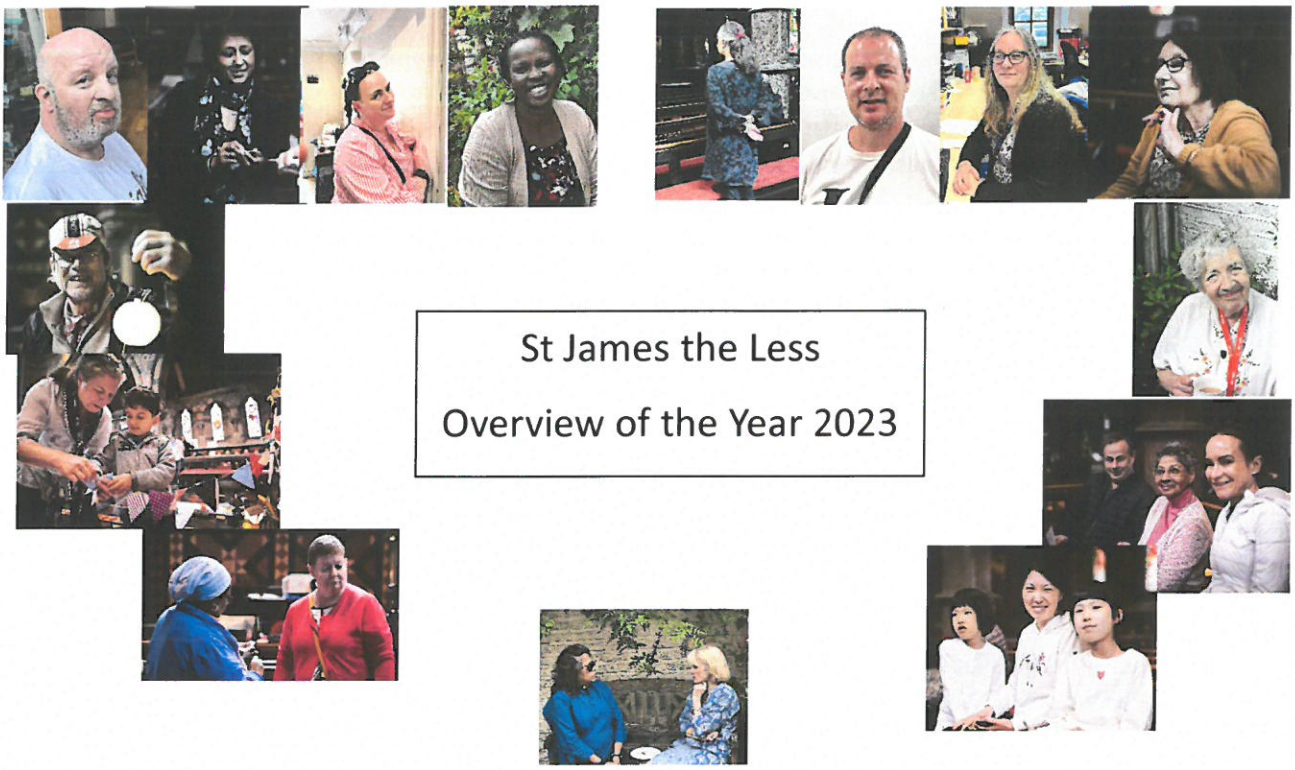
PCC Review of the year for 2023

The PCC met eight times during the year with an average attendance of 98%.

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023



2023 was a busy year for St James the Less, with lots happening, new people arriving and old friends leaving. It was hard to say goodbye to the likes of Helen Mealins, as she finally left us having served us brilliantly as our treasurer not once but twice! We are certainly in a better place because of all Helen has done for us. We welcomed new families and enjoyed seeing Ruwani settling in as our curate. It was especially good to have her around during the summer to compare the Summer Games, and then to organise the very special visit to Battersea Park to see David Ewen's dye beds.





Looking back, we are not the same church now as we were when we began the year. There is no doubt that we have recovered from Covid and have become a church, which is a caring and welcoming family, welcoming others and who confidently share their faith.

WORSHIP

Sundays at St James the Less

Sundays at St James the Less are busy with at least 2 services and on the first Sunday of the month 3 services.

The day starts with a 10am informal service which is also on Zoom, it is a hybrid service and those who join us on zoom are very much involved and integrated into the services. These services always include times of sung worship and an opportunity to listen to God then share words, pictures, testimonies bible verses or prophecies. It has been exciting over the past year to see how more and more people have felt confident to share openly in this time.





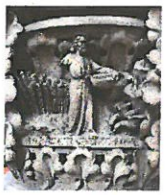
The evening is a quieter, more traditional Communion service. Over 2023 the congregation at the evening service grew and the community at this service developed more. During Covid, in order to be able to continue to have Communion in both kinds we moved to having pre-cut

bread and individual cups. Following a PCC discussion, at the end of 2023 we moved back to one piece of bread/a roll and to the common cup. *Lis Goddard*

Sermons series



At both services we have the same readings and sermon which then means that this can form the basis for the Home Group study on a Thursday. Over 2023 we had various sermon series, beginning with an Epiphany series. In Lent we studied Amy Scott Robinson's book: Images of Grace in our Home Groups and this gave structure to our preaching series on the different images and language for grace to be found in scripture. From Easter through to July we had a series called King of Kings and Lord of the Church, this looked at human understanding of Kingship, as we approached the Coronation and what it meant for Jesus to be Lord of Lords. This series culminated in Revelation 1-3 and the letters to the churches. From August right through to the end of November we used the tops of the Capitals in church as the inspiration for our preaching, with those on the left depicting the Miracles of Jesus and those on the right his Parables. As we then entered Advent we stayed with the decoration of the church and focussed on 4 of the Women of the Bible depicted in the reredos – looking at Ruth, the Wife of Manoah, Elizabeth and Mary the mother of Jesus.





Lis Goddard

J.A.M.



On the first Sunday of each month we have our J.A.M. (Jesus and Me) Service for families at 3pm. This is a short, informal service which comprises action songs, prayer, a bible reading and crafts to help to earth the lesson of the day. There is lots of interaction and lots of fun. We always finish with a cake – which is very popular - usually made by Veronica! *Lis Goddard*

Tuesday Communion

Throughout 2023 we met on a Tuesday at 1pm for a said service of Holy Communion. A lovely community has grown around this and, part way through 2023 we started sharing a simple lunch afterwards. It is always a lovely time of fellowship and sharing. Thanks must go to those who regularly, generously, provide the food. *Lis Goddard*

Services at Easter and Christmas

As usual Easter and Christmas were busy and wonderful times at St James the Less in 2023. As well as Messy and Special Messy Celebrations (of which more later) we began marking Easter with a Passover Meal on Maundy Thursday. This was a really special time as we discovered how the Jewish celebration of the Passover related to what Jesus did that first Easter and what we do now when we celebrate communion.

On Good Friday we joined with other churches in the Pimlico area for a Walk of Witness which culminated at St James the Less with Hot Cross Buns. It is always so good to share our witness with others, visiting other churches and remembering what Jesus did for us that first Good Friday. This was followed at 12 noon by an hour at the cross and at 6pm by a showing of a film of Pilgrim's Progress.



On Holy Saturday we combined our monthly Men's and Women's Prayers and joined together to clean and decorated the church for Easter, getting ready for a busy day celebrating Jesus victory over death.

This began with a Dawn Service at 6am – lighting the Easter Fire and taking it into a dark church, filling it with the light of the Risen Lord. This is always a beautiful and moving way to start Easter Day. We followed this with Breakfast. Then there was the All Age Easter Celebration,



which, as ever, included an Easter Egg hunt – in fact this year the whole service was built around Easter Eggs, including the prayers. After the service we joined together for our Family Easter Lunch and in the evening had a celebratory Easter Holy Communion. Thanks must go to all who volunteered and who made this possible.



Christmas worship began with our Carols by Candlelight Service – it was hit and miss whether we would be able to be in church for it this year because of the lack of heating, but, fortunately, the weather was mild that weekend and, with the auxiliary heating and serving mulled wine as people came in we made it work. We took for our theme for this and across the whole of our Christmas celebrations the verse which had inspired our Christmas card: 'But Mary treasured up all these things and pondered them in her heart' Luke 2:19. It was a really lovely, and joyous service, with, as usual the South Westminster Community Choir joining us and, this year the pleasure of Cheyenne Brown singing 'Mary did you know'.

The following Friday we had our ODM Christmas dinner, celebration and Carol Service which was, as always, a very special occasion.

On Sunday 17th we had, what has now become a fixed part of our Christmas celebrations: Carols on the Move. Once more we were joined by the South Westminster Community Choir as we took the good news of Christmas out around our parish. It was a joy to be joined en route by people from their windows, balconies, doors and coming and walking and singing with us.







Christmas Eve saw us having a Pop-up Nativity in the afternoon and a midnight communion at 11pm. On Christmas morning we began our celebrations with our Christmas communion followed by our Christmas All Age Celebration, then a wonderful, heaving Christmas lunch.

Lis Goddard

Moving into the Centre

Because of the failure of the heating in the church, we had to move into the Monk Room for worship through the winter months. This was a really hard decision to make, but we were really grateful to have the choice of somewhere warm to worship.

Sung Worship

At the 10 am service our sung worship is very simply led with solo voice and acoustic guitar (either steel string or classical). We generally use modern songs but we do try to also use at least one appropriate hymn in each service. The preacher, service leader and worship leader work together to choose songs that fit the theme that is being focused on in the service.

We do try to introduce new songs as often as possible particularly where it is felt that a song fits well with the theme.

We have occasionally been able to have worship led live at the evening service but usually videos are used. We are hoping to be able to have more live worship leading for the evening service in due course.

During the winter as we were meeting in the Centre worship was led unamplified which had the unexpected positive effect of creating a more intimate worship experience.

Ben Ealovega

Home Groups

Home Groups at St James the Less offer a time for fellowship and reflection at an evening meeting during the week. It begins with a meal at the Church and is followed by a study with time to pray for members of the Group at the end. This can be an intimate time and one to learn and grow together in faith and learn more in a safe space and setting. There are

currently [two / three] Home Groups. In the year to December 2023, our groups spent time in Lent studying Images of Grace (by Amy Scott Robinson) examining a journey from darkness to light. Subsequently we followed the sermon series by studying the parables and miracles represented in the Church building itself in beautiful carvings and illustrations. We found it fascinating that the artwork in the chancel represented women of the Old and New Testament.

Home Groups are a valuable and precious resource at St James the Less for the congregation to learn and develop in faith.

Ruwani and Anthony

Coffee and Prayer

Each Friday morning at 11am a small group of older members of the congregation meet together in the Watkins Room, for what is, effectively, our 3rd Home Group. This is a time '...to meet, to read and to pray'. During 2023 we have been reading through the Psalms using Lectio Divina as our structure, which means that after our meetings, each person leaves with a verse, a sentence or a phrase from the psalm and a single word to take with us into the coming week. We find it remarkable how often we not only get a deep sense of the faith of the psalmist but also how often the parts we choose blend together as we share them and lead us deeper in our own journeys of faith.

Lis Goddard

Prayer

While our individual prayer lives are of course integral, coming together to pray as a church family, in small groups or as a whole, is so vital. This continues to be a growing and vibrant part of our church life. Throughout this year the church has continued to come together and pray for each other, our community, the global church and the wider world.



In March this year we had our "Revive" prayer meeting - it was great to come together to pray in creative and hands-on ways. The starting point was Ezekiel 37 and our time together included creating bees from thumbprints and pouring water through tubing. It was a very enjoyable evening with much laughter alongside prayer.



We always participate in the Church of England's "Thy Kingdom Come" which is in May - starting on Ascension Day and ending on Pentecost Sunday. As usual we set up prayer stations in the church using sections of the Lord's Prayer as a way to help people to focus as they prayed. They each had a large mounted print of one of Ben's nature photos (chosen to fit the theme of the particular station) and a short reflection written by Amabel. People were invited to pause, reflect and pray as they focused on each line and associated Bible verses and to think about how they could put into practice an aspect covered in the reflection.

To tie in with Thy Kingdom come we had our annual Day of Prayer. This took place on Sunday 21 May and incorporated both the 10am service and the 6pm service and ran right through the afternoon.





We recreated a large scale version of the Monopoly board - using the streets, businesses and institutions of Pimlico instead of the regular streets etc. Also, the "Utilities" were repurposed - for example Water Works became God's living water and the Electric Company God's light. We used a number of creative and hands-on ways to pray for our community, church and each other all based around the Monopoly Board. We made, using a shoe rack, a large model of the church which sat in the middle of the board.





The Parochial Church Council of St James the Less

Report of the Trustees

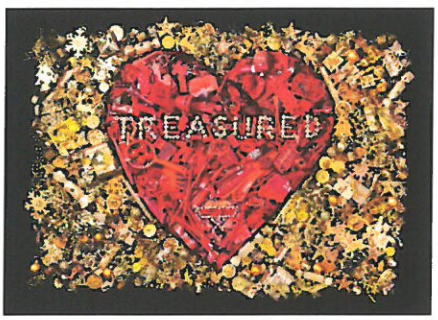
For The Year Ended 31st December 2023

We invited people to bring a pair of shoes as a statement of their commitment to go out and spread the gospel in our community.
Thank you so much to all who contributed in so many ways!
Every Monday at 12.30pm people have been meeting together at St James the Less to pray for our church. Those not able to be there in person are encouraged to join in by setting an alarm and praying wherever they are.
Our monthly Men's Prayers and Women's Prayers have continued regularly through the year and have been a great time of fellowship, deepening relationships and real blessing and support as we pray for our church life and each other. While the women enjoy a healthy breakfast of bagels before praying, the men usually have a less healthy breakfast at a local cafe before coming into the church to pray.
Often on Sunday nights the leadership team meet on Zoom to pray for the events of the day, specific people and each other. This time always finishes with the Aaronic blessing which we pray over each other and again over the community.
The PrayerChain has continued to be used regularly this year and the prayer request is then forwarded to a group of people who have committed to pray. PrayerChain requests are kept confidential. It has been a great encouragement to see specific answers to prayer!
Please feel free to email any prayer requests to prayerchain@sjtl.org

Amabel & Ben Ealovega

Creative Church: Christmas Card

'But Mary treasured up all these things and pondered them in her heart' Luke 2:19
This verse was the starting point for creating the artwork for our St James the Less 2023 Christmas card.





The final artwork for the card was a photograph of a collage that was made up of everyday objects and Christmas decorations. In the centre a heart shape was created out of things we use in our daily lives ranging from pencils to hair curlers - and almost everything you can think of in between... headphones, golf tees, a bicycle bell, baby booties, a spatula etc - and every object in this part was red. Within the heart small objects were used to subtly show the shape of a crib. Surrounding the heart were gold decorations and other gold items associated with Christmas (like crackers, small bells and sweet wrappers).



We of course love Christmas and all its trappings but this card was designed to remind and assure us that we can find God's treasure in our everyday lives... and not just at Christmas. At the same time, God treasures us, just as we are, in our day to day lives. Both of these promises were represented by the everyday objects within the heart.



The original artwork (measuring 120cm x 85cm) was then recreated at church and put on display (with lighting) and was viewable at all of the Christmas services and events.

Amabel & Ben Ealovega

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

COMMUNITY OUTREACH

Alpha and baptisms





Alpha ran twice in 2023 with the second course running through into 2024. Each time it ran alongside the homegroups on a Thursday evening and at the end of the course those who wanted to were able to join a Home Group. At the end of the first Alpha course 3 people were baptised and one renewed their baptismal vows. It has been a privilege and exciting to journey alongside people as they have discovered and rediscovered faith.

Amabel Ealovega & Lis Goddard

ODM

The Open Door Meal has continued to be an important part of the church's ministry, serving a hot meal two Fridays a month in a relaxed, welcoming environment, to between 50 and 65 people who are homeless or vulnerably housed. We are grateful to all those from SJtL, other churches, and the wider community who give up their time to volunteer and help prepare the meal, serve our guests, and clear up. It has been good to welcome new people onto the team in the past year but we are eager to have more involved as sometimes our serving team on Friday evenings is small and stretched. Offers to help or suggestions as to how to increase the volunteer base are therefore welcome. We are also thankful to those who have supported the meal financially in the past year - it is a powerful expression of Christ's love and welcome and makes a real difference in the lives of our guests, both long-term regulars and new or occasional guests who often find us when life has turned particularly hard for them.

Andrew Goddard

Memory Café

The Memory Café meets on the first Tuesday of each month in the Monk Room and is run by LondonCare in partnership with St James the Less. Over 2023 it had 2 leaders, first of all Skia and then in the Autumn Marco started after Skia left. Over the year there are a variety of activities, ranging from singing loved songs to planting seeds into the SJtL garden. It is always a place for fun and to make friends. *Theresa Pountney (with Lis)*

Silver Screen

Silver Screen continued throughout 2023 on the last Sunday of the month and really began to recover from the pandemic. As usual each film was followed by a cream tea with a special Christmas Tea on the Sunday before Christmas Day. During the year we had as broad a range of films as possible, from Diamonds are forever to Jason and the Argonauts, Oliver to Lassie Come Home, The Ipcress File to Carousel. *Lis Goddard*

Messy Church/Special Messy Church







Pimlico Foundation supported St James the Less in delivering an amazing Light Party last year, with the support of volunteers from St Gabriels and young leaders from the local area. We focussed on Jesus being the light of the world and had some creative arts/crafts and games exploring what this meant. We discussed themes such as what it means to be a light in the darkness, light defined as life and light being present at the beginning.

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

We are continuing to run Messy and Special Messy which is always very well received for those who attend. It's always very encouraging to see Messy Church being event being reached by local residents. A high percentage of the families who attend are from disadvantage backgrounds or have a low income; so providing a hot meal during the Messy Church is a significant help for many of the families. We have great support from the SJTL church members and young leaders who help with the arts/craft, setup and food preparations.

Isaac Rocke

Trails



We hosted the Christmas trails during the end of December. We had visits from the local primary schools to SJTL and also delivered the trail in St Gabriels Primary school; learning about the birth of Jesus and the journey of the Kings in a fun and creative way. Most recently SJTL also hosted the Easter trails; where the children from Churchill Gardens Primary got to see the SJTL volunteers bring the bible characters to life!



Isaac Rocke

Outbreak



During the summer period of August, the Pimlico Foundation ran two separate holiday clubs, the first being for 8-11yr age group, with the second for the 12-15yr age group. With the help of funding from Pimlico Millions and Young Westminster we were able to offer a wide range of off-site activities including go-ape, museum visits, kayaking/sailing, Zoo Trip and Thorpe Park. We also held daily activities at St James the Less Church, with faith talks and team building games. With the HAF we were able to provide hot food each day and give out takeaway for extended families.

Prior to Westminster Cathedral Primary School closing down, we were providing an afterschool football club and continuing to do playground engagement work with Churchill Garden Primary school.



Our community outreach work with Hot Chocolate Thursday within Churchill Gardens estate has been continuing strongly, with an average attendance of around 150 children, youth and families attending. We gain much support from St Gabriel's Church, the local community police, and regular volunteers from One Westminster in helping deliver. The aim is now to replicate Hot Choc Thursday in Lillington Garden Estate. We have also supported local community project such as International Women's Day, Bangladesh Society and Pimlico Community Day event.

We are also running a number of successful afterschool clubs, most notably the roller-skating club and drop-in youth club. After successful funding from London Sport, the roller-skating club has gone from strength to strength, seeing 20-25 regular children and young people attend every Friday.





During out youth clubs we focus on building relationship and providing a safe space to talk about personal faith journeys, schools, mental health and topics relevant to their lives.

Outbreak are continuing our mentoring at Pimlico Academy mentoring with year 7 students, having the aim of taking on more students from year 9 for the upcoming term.

Isaac Rocke

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

Pause



Every Monday afternoon from 3.30-5pm during Term time we host parents, carers and children up to the age of 7 for Pause. The aim of this time is for them to have time out in their busy days to stop meet with each other and for the children to have space to play together. It is more than a toddler group as we can have older children. In the summer we have the pleasure of using the outside space, including the gardens, and in the winter we meet in the Monk room and enjoy a real variety of toys. We are supported by a great team of volunteers who ensure that this goes ahead each week, particularly the Community Payback Team who set up for it, Deni and Almaz who man the kitchen and provide refreshments to the parents, carers and children, and Suna who is a stalwart. It was a blessing for the 5 months during which we had a Children and Families Worker, to have Grace leading this work and engaging with the families too.

Lis Goddard

Christmas and Easter Lunch



One of the highpoints of the year at St James the Less are the major festivals – Easter and Christmas – and these are especially marked by coming together, as a church family to celebrate together by sharing food. At Easter this means both breakfast and lunch, at Christmas this means a full Christmas lunch with all the trimmings. On both occasions we had between 25-40 people there and it is a joyous time to celebrate together.



Lis Goddard

Christmas Craft Evening



In the run up to Christmas we once again had a craft evening as an outreach event specifically for women. Those who came really enjoyed it and are keen to repeat it next Christmas and at other times of the year.



Lis Goddard

Coronation Celebrations





In May we, with the rest of the UK had the chance to celebrate the King's coronation. As part of this we had a series of events including screening the service and the Coronation Concert on the big screen in church for those who wanted to share it with others. The largest event was our Coronation Street Party, in partnership with LALGRA (Lillington and Longmoore Residents Association) and the WBA (Westminster Bangladeshi Association) which we held on the St James the Less Piazza. As well of lots of food to share there were also games and crafts for the children, organised by Outbreak.







Lis Goddard

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

SW Fest

As ever Gala Day at SW Fest was an important day for St James the Less, only in 2023 we had 2 stalls, one for Prayer in the Square and one for the Friends of St James the Less.



The Friends stall was raising the profile of the restoration work of which more below...

At the other stall we gave away cakes and savouries, hot and cold drinks for free as a way of blessing our community and we offered the opportunity to pray with those who would like it, particularly using prophetic prayer photo cards chosen by Amabel and Ben Ealovega.



Lis Goddard

Community Payback

We continue to receive support and service from the one-day weekly partnership with the Community Payback Team. Thomas Francis is the supervisor who is very professional and capable in his management of the team members. We very much appreciate his help. The tasks carried out can sometimes be very heavy and dirty work and sometimes the team members go above and beyond what is required of them. They keep the buildings i.e. the church and the church centre clean and tidy and are always willing to carry out the various tasks set for them, including setting rooms up for meetings, Christmas trails, Pause etc. The surrounding outside areas are also kept clean from fallen leaves and debris. It is very encouraging when some of the team members come and seek Lis and I out to say goodbye and thank us for giving them this opportunity and how it has helped them, they have also on occasions popped in when passing by to say hello. Dorothea can sometimes be found using the opportunity during their breaks to interact with the team members to spread the good news of the gospel of Jesus Christ. We are very grateful for this help and pray that we continue to have a good relationship with this organisation.



Samantha McCarthy

Partnership with Estate workers

SJtL benefit from the help of the above workers during the year. They are always at hand if help is needed.

A few examples as follows: the cleaners help to deliver Christmas cards to residences on the estate. They remove fallen leaves from the front of the church during the autumn season. They remove heavy furniture and waste objects from the church. At times they are at hand when we needed to change light bulbs or other tasks. The gardeners use weed spray in the court yard during the spring time when needed. From time to time, they loan us gardening tools etc.

These few examples show the good relationship SJtL has with people/workers in the community. We are grateful for the willingness of everyone who engage and assist us.

Dorothea Gopaul

EcoChurch

In line with the church of England's recommendations, we are continuing to improve our efforts at becoming a greener church and regularly meet up with fellow Eco-church members and have joined the newly established Net Zero Carbon Forum.

We are delighted to announce that in June 2023 we were awarded the Eco church bronze award; shortly afterwards we received our Fairtrade certificate based on the products we use for our church refreshments.



The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

Last year we had a wonderful harvest of the vegetables we planted which included tomatoes, courgettes and cabbage, which we hope to repeat this year. To attract bees and butterflies we also planted a honeysuckle and Jasmine which are continuing to do well.

Estelle King and Samantha McCarthy

Band of willing volunteers

I just wanted to extend my thanks and gratitude to all our wonderful volunteers who help the church with the many events that are put on, without you all we could not run them. The different things the volunteers help with are setting up for Sunday and Tuesday services, preparing the food for Open door meal, helping to set up and run Messy and Special Messy church, setting up and serving refreshments at Pause, opening and closing for hirers out of hours, cleaning the toilets and centre during the week and joining the PCC. I am especially most grateful for the help that I get in the office, from filing, laminating, shredding and stapling booklets together as it gives me the time to get on with other important tasks.



As a church we are blessed having volunteers to help support us and we are always grateful for more people to join the team of wonderful people who give up their time. If anyone is interested in helping join our volunteers, please get in touch with me.

Samantha McCarthy

CARING FOR OUR BUILDINGS

Friends of St James the Less

The Friends have been laying foundations for the bicentenary celebrations of G.E. Street's birth in 2024. The November Dinner was postponed to 20th June 2024, when it will attract a lot more interest, being held on Street's birth-date.



The Committee met monthly, drafted a Strategy Document and distributed three Newsletters. Selina Hermer left to focus on her school-work, and we welcomed new members, Andrew and Cheyenne Brown: Andrew is the new church treasurer, and Cheyenne takes on publicity, bringing terrific skills to website development and social media. The Browns also introduced Ardesh George, who offers experience of engineering and building projects worldwide and will act as Project Manager.

Alongside the church, we ran a stall at South West Fest in July, where a particular success was the Hama Bead church: painstakingly designed by Ben and Amabel Ealovega, a pixellated image of the church was built up with Hama beads, which will shortly be fixed and framed for display. The weekend continued with an evening talk on Monday 3rd July - St James's feast day - entitled St James the Less: Past, Present and Future; and a visit on 4th July from the American Victorian society, with a guided tour by Professor Neil Jackson - which resulted in some generous donations.



In November, the church hosted the Ecclesiological Society's inaugural Brandwood lecture, given by Peter Howell, and together with The Victorian Society, we officially launched the Street Bicentenary year in January, adding more enthusiasts to the Friends community. A Victorian Society talk in March introduced Mr Street to familiar and new audiences both in person and online, and the next event will be the launch of the new book on Street, held at St James the Less on 17th April.

Lizzie Iron

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

Internal Railings



The railing metalwork has been restored by Justin Hill and the stonework by Anna Taylor.
A service of remembrance for Pure Zhang was held on 23rd September with a memorial plaque unveiled with family attending from China.
This project is now completed.

Paul Hamley

Heating and Energy Audits

The church boilers (at least 30 years old) were condemned in May as non-reparable with corroded heat exchangers. An Energy Audit was performed by Matt Fulford of Inspired Efficiency on 18th October. This was funded by Westminster Council (c. £540 for church, £420 for hall) via the Westminster Churches Net Zero Group. The main conclusions of his report were:

- Connection to the District Heating Network is a suitable option
- Given the inability to affix anything new inside the church, an Air to Water Heat Pump system is the other option. This might require replacement of radiators, unless a high temperature output system is used. The external plant would have to replace one of the sheds between the apse and former school and be of similar size to a shed.
- Hall: Air to Air Heat Pumps are suitable (for post boiler future)



Adam looked at hiring oil fired warm air blowers for Christmas, but this proved to be too expensive (c £3,000) for two uses. Samantha has purchased four 2 kW fan heaters and two radiant heaters. These provide localised heating with a range of about three metres. During the year contact was re-established with the council and GEM who operate the Pimlico District Heating Network.
GEM have advised us:

- It is possible to connect to the district heating network
- This could form part of their social responsibility requirements
- Funding / grants could be arranged by GEM
- Replacement of system pipework within the estate must occur first, this is likely to take 3 to 5 years.

In parallel, RLS heating (who were recommended to us by the Diocese of London) have found two second hand boilers, two years old, which we have purchased. The plan is for RLS to install these on the south boiler room wall with a heat exchanger connecting to the existing radiator network, which could later be connected to the District Heating Network.
The Hall boiler is approaching ten years old; a funded plan to replace it is needed. It could be replaced by:

- an Air to Air heat pump system
- connection to district heating network (from c 2029); however, access to the boiler room is much more complex than for the church.

Paul Hamley

Cracks and explorations

Cracks appeared in the Monk Room internal walls in January 2023. These have now had monitoring pins installed. We are waiting for an external test pit to be dug against the Monk Room west wall to uncover the foundations, inspect the drainage and look for any tree roots. In addition, another crack under the right hand window of the south aisle (St Peter) will be investigated by drilling an internal borehole, which will allow understanding of the fill under

the church tiled floor. A quotation has been accepted from Cliveden Conservation to lift and replace nine tiles, and also repair the damaged tiles near the organ console. This company came from the National Trust and have a wide variety of useful conservation experience. PH has visited All Saint's, Boyne Hill, Maidenhead, an 1857 church by our architect G.E. Street and also listed at Grade I. This church suffered from an uneven floor from shortly after building; it was recently lifted, compacted and the tiles re-laid, so we have access to their experience if required.

Paul Hamley

ALL CHANGE

Grace Mulera

In April 2023 we were able, at long last, following advertising and interviewing, to appoint a part time children and families worker in the person of Grace Mulera, who had been attending the church on and off for a few months. Grace came with significant experience of work with vulnerable families in the secular sphere and she invested in the work of St James the Less, particularly the Sunday Morning Children's Church, developing a film night once a month, Special/Messy Church and partnering with Change for Life and Outbreak. Sadly after being with us for 5 months she felt that she needed to move on. We are very grateful for all she achieved during her time with us.

Sinead Aylward

Sinead joined us in the autumn of 2023 on placement as she discerns her vocation within the Church of England. It has been good to have her with us as she has explored the various things we do and reflected on them. It has also been great to have her involved in preaching and leading some of our services.



2023 Financial Review

The Church had a challenging financial year, partly due to the cost-of-living crisis being felt by so many. However, strong financial markets resulted in the Statement of Financial Activities recording a net movement of funds of £11,815, following net gains on investments of £12,625. If these gains are not taken into account the operating position for the year amounted to a negative £810.

Total income in the year decreased from £153,104 to £145,796, a fall of £7,308/4.8%. The church has two main income streams, giving from the congregation, both including and excluding Gift-Aid, and the hire of premises. Together, these two sources account for c.85%-90% of General Fund income each year. Income from both streams saw a fall in 2023 with hire of premises falling by £7,938/16% to £43,252 and giving including Gift-Aid received falling by £3,784/8.1% to £43,165.

Total expenditure increased by £3,127/2.2% during the year to £146,606. In light of the high levels of inflation within the economy this shows strong cost control from the church.

The Balance Sheet remains strong with net assets at the disposition of the Charity amounting to £553,440, up by the net movement in funds from last year's figure of £541,625 an increase of £11,815/2.2%. This is made up of restricted funds amounting to £451,918, most notably the Ministry Housing Fund of £385,013; Designated Funds of £54,668 and General Funds of £46,854.

The Assets comprising these funds are made up of Fixed Assets amounting to £349,684 which relates to Investments, Debtors of £8,588, Cash of £222,903 and Creditors amounting to £27,735, of which £15,040 is deferred income from the mast.

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2023

It is the policy of the PCC (agreed with church members at the APCM) to maintain unrestricted funds, which are the free reserves of the Church, at a level which will provide sufficient funds to cover the normal ministry, management and administration costs of the Church for a minimum of one month (but, ideally three months) and any emergency expenditure as it should arise. Additional reserves are set aside where, in the view of the Council, it is prudent to allow for future expenditure plans. The level of free (unrestricted and designated fund) reserves at 31 December 2023 stood at £101,522 (2022: £116,903).

Approved by the PCC on 25 March 2024 and signed on its behalf

E. Goddard

Independent Examiner's Report

To the Trustees of The Parochial Church Council of St James the Less

I report to the trustees on my examination of the accounts of the Parochial Church Council of St James the Less (the Charity) for the year ended 31st December 2023.

This report is made to the Trustees, as a body, in accordance with the terms of engagement. My work has been undertaken so that I might carry out an Independent Examination of the financial statements in accordance with the General Directions given by the Charity Commissioners. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body for my work or for this report.

Responsibilities and basis of report

As the charity trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Gregory Stevenson FCA
Knox Cropper LLP
Chartered Accountants

65 Leadenhall Street
London EC3A 2AD

2024

The Parochial Church Council of St James the Less

Statement of Financial Activities for the year ended 31st December 2023

	Notes	2023				2022			
		Unrestricted Funds		Restricted		Unrestricted Funds		Restricted	
		General	Designated	Funds	Total	General	Designated	Funds	Total
Income From		£	£	£	£	£	£	£	£
Donations, Legacies and Collections	2	55,092	50	7,109	62,251	59,981	-	15,137	75,118
Other Trading Activities	3	-	15,040	-	15,040	185	15,040	-	15,225
Investments	4	177	1,155	12,803	14,135	100	178	11,181	11,459
Charitable Activities	5	45,095	-	9,275	54,370	51,302	-	-	51,302
Total Income		100,364	16,245	29,187	145,796	111,568	15,218	26,318	153,104
Expenditure On									
Raising Funds	6	-	-	261	261	817	-	-	817
Charitable Activities	7	112,417	19,573	14,355	146,345	107,087	18,004	17,481	142,572
Total Expenditure		112,417	19,573	14,616	146,606	107,904	18,004	17,481	143,389
Net Gains/(Losses) on Investment Assets	9	-	-	12,625	12,625	-	-	(29,476)	(29,476)
Net Income/(Expenditure)		(12,053)	(3,328)	27,196	11,815	3,664	(2,786)	(20,639)	(19,761)
Transfers Between Funds		(2,650)	2,650	-	-	(10,500)	10,500	-	-
Net Movement in Funds		(14,703)	(678)	27,196	11,815	(6,836)	7,714	(20,639)	(19,761)
Total Funds Brought Forward		61,557	55,346	424,722	541,625	68,393	47,632	445,361	561,386
Total Funds Carried Forward		£46,854	£54,668	£451,918	£553,440	£61,557	£55,346	£424,722	£541,625

The Parochial Church Council of St James the Less

Balance Sheet as at 31st December 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Fixed Assets					
Tangible Fixed Assets	8		-		357
Investments	9		349,684		324,482
			349,684		324,839
Current Assets					
Debtors	10	8,588		4,382	
Cash at Bank and in hand	11	222,903		243,806	
		231,491		248,188	
Creditors:					
Amount falling due within one year	12	(27,735)		(31,402)	
Net Current Assets			203,756		216,786
Creditors:					
Amount falling due outside one year			-		-
Net Assets			£553,440		£541,625
Represented by:					
Restricted Funds	13		451,918		424,722
Unrestricted Funds					
- **General**	14	46,854		61,557	
- **Designated**	14	54,668		55,346	
			101,522		116,903
Total Funds			£553,440		£541,625

Approved by the Parochial Church Council on 2024 and signed on their behalf.

E Goddard

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

1. Accounting Policies

a) Status of the PCC

The Parochial Church Council of St James the Less is a registered charity, no. 1135075.

A description of the nature of the PCC's activities is disclosed in the Report of the Trustees. The PCC's principal office address is stated on page 1.

The presentation currency of the financial statements is the Pound Sterling (£).

b) Basis of Preparation and Assessment of going concern

The accounts have been prepared under the historical cost convention with the exception of investments which are included at market value. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with the Financial Reporting Standard Applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP (FRS 102)).

The Charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

c) Funds Accounting

Funds held by the PCC are:

Unrestricted Funds – The general fund which can be used for PCC ordinary purposes and funds designated by the PCC for particular purposes.

Restricted Funds
Donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

d) Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, Legacies and Collections
Collections are recognised when banked by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on covenants or Gift Aid donations is recognised in the accounts when the gift is received. Grants and legacies are accounted for when the PCC is notified of its legal entitlement and the amount due is probable.

Other ordinary income from church activities
Parochial fees due to the PCC for weddings, etc. are accounted for on an event by event basis.
Rental income is recognised when receivable.

Income from investments
Dividend and interest income are accounted for when received as is any income tax recoverable on such income.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

1. Accounting Policies (Continued)

e) Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

f) Fixed Assets

Fixed assets are held at historic cost less depreciation. Depreciation is calculated on a straight-line basis and written off over the life of the asset according to the class of asset as follows:

Office, Centre and church equipment	20% on cost

g) Fixed Assets Investments

The Charity's investments consist of investments in unit trusts. Initially they are recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted bid price. The statement of financial activities includes the net gains and losses arising on the revaluations and disposals throughout the year.

Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value.

h) Current Assets

Amounts owing to the PCC at 31st December 2023 in respect of fees, rents or other income are shown as debtors, less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with CAF Bank, Cooperative Bank and Lloyds Bank.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

1. Acccounting Policies (Continued)

i) Cashflow

The Charity has taken advantage of the exemption in the Statement of Recommended Practice from the requirement to produce a cashflow statement.

2. Donations, Legacies and Collections

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Gift Aid Donations	26,477	-	2,249	28,726
Gift Aid Recovered	7,322	-	897	8,219
Other Planned Giving	9,366	-	30	9,396
Open Plate Collections	2,582	-	216	2,798
Sundry Donations	4,345	50	3,717	8,112
Grants Received	5,000	-	-	5,000
	£55,092	£50	£7,109	£62,251

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Gift Aid Donations	27,960	-	1,845	29,805
Gift Aid Recovered	6,829	-	2,084	8,913
Other Planned Giving	12,160	-	510	12,670
Open Plate Collections	2,523	-	28	2,551
Sundry Donations	2,243	-	5,949	8,192
Grants Received	8,266	-	4,721	12,987
	£59,981	£ -	£15,137	£75,118

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

3. Other Trading Activities

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Hire of Premises	-	15,040	-	15,040
Sales	-	-	-	-
	£ -	£15,040	£ -	£15,040

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Hire of Premises	-	15,040	-	15,040
Sales	185	-	-	185
	£185	£15,040	£ -	£15,225

4. Investment Income

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Dividends	-	-	12,577	12,577
Bank Interest	177	1,155	226	1,558
	£177	£1,155	£12,803	£14,135

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Dividends	-	-	11,133	11,133
Bank Interest	100	178	48	326
	£100	£178	£11,181	£11,459

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

5. Income from Charitable Activities

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Parochial Fees	519	-	9,275	9,794
Hire of Premises	43,252	-	-	43,252
Miscellaneous Income	1,324	-	-	1,324
	£45,095	£ -	£9,275	£54,370

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Parochial Fees	112	-	-	112
Hire of Premises	51,190	-	-	51,190
	£51,302	£ -	£ -	£51,302

6. Cost of Raising Funds

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Cost of goods sold	-	-	-	-
Fundraising events	-	-	261	261
	£ -	£ -	£261	£261

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Cost of goods sold	535	-	-	535
Fundraising events	282	-	-	282
	£817	£ -	£ -	£817

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

7. Charitable Activities

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Charitable Giving (Note 7a)	872	7,175	735	8,782
Activities directly related to work of the Church (Note 7b)	50,078	-	11,878	61,956
Expenditure related to the Church (Note 7c)	19,988	12,398	1,742	34,128
Governance and Support costs (Note 7d)	41,479	-	-	41,479
	£112,417	£19,573	£14,355	£146,345

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Charitable Giving (Note 7a)	1,000	7,160	578	8,738
Activities directly related to work of the Church (Note 7b)	42,106	-	9,103	51,209
Expenditure related to the Church (Note 7c)	19,003	10,844	7,800	37,647
Governance and Support costs (Note 7d)	44,978	-	-	44,978
	£107,087	£18,004	£17,481	£142,572

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

7. Charitable Activities (Continued)

(a) Charitable Giving

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Mission Giving	872	5,100	-	5,972
Vicar's Discretionary Giving	-	2,075	735	2,810
	£872	£7,175	£735	£8,782

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Mission Giving	1,000	7,160	-	8,160
Vicar's Discretionary Giving	-	-	578	578
	£1,000	£7,160	£578	£8,738

Included within the above is donations to institutions of £5,972 (2022: £2,300), being the Pimlico Foundation, and donations to individuals of £2,810 (2022: £6,4381).

(b) Activities Directly Related To The Work Of The Church

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Diocesan Common Fund	37,125	-	-	37,125
Centre Costs	3,623	-	-	3,623
Activities	2,098	-	-	2,098
Open Door Meals	-	-	5,331	5,331
Service Costs	3,452	-	-	3,452
Schoolroom Costs	3,780	-	-	3,780
Community Outreach	-	-	175	175
Community Worker Staff Costs	-	-	6,372	6,372
	£50,078	£ -	£11,878	£61,956

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

7. Charitable Activities (Continued)

(b) Activities Directly Related To The Work Of The Church

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Diocesan Common Fund	34,000	-	-	34,000
Centre Costs	1,872	-	-	1,872
Activities	2,393	-	-	2,393
Open Door Meals	-	-	5,889	5,889
Service Costs	1,366	-	-	1,366
Community Garden	-	-	1,509	1,509
Community Outreach	-	-	1,705	1,705
Schoolroom Costs	2,475	-	-	2,475
	£42,106	£ -	£9,103	£51,209

(c) Expenditure Related To Church

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Church Centre Running Costs	19,466	1,842	-	21,308
Building Maintenance	522	10,199	1,742	12,463
Depreciation	-	357	-	357
	£19,988	£12,398	£1,742	£34,128

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Church Centre Running Costs	18,690	2,454	-	21,144
Building Maintenance	313	8,032	7,800	16,145
Depreciation	-	358	-	358
	£19,003	£10,844	£7,800	£37,647

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

7. Charitable Activities (Continued)

(d) Governance and Support Costs

	2023			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Staff Costs	28,648	-	-	28,648
Temporary Staff	-	-	-	-
IT and Telephone	5,084	-	-	5,084
Accounting	3,816	-	-	3,816
Independent Examination	2,160	-	-	2,160
Governance Costs	-			-
Sundries	1,771	-	-	1,771
	£41,479	£ -	£ -	£41,479

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Staff Costs	23,167	-	-	23,167
Temporary Staff	7,095	-	-	7,095
IT and Telephone	6,292	-	-	6,292
Accounting	3,288	-	-	3,288
Independent Examination	2,160	-	-	2,160
Sundries	2,976	-	-	2,976
	£44,978	£ -	£ -	£44,978

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

8. Tangible Fixed Assets

	Office Fittings and Equipment £	Centre Fittings and Equipment £	Church Fittings and Equipment £	Total £
Cost				
Brought forward	4,458	24,971	28,289	57,718
Additions	-	-	-	-
Carried forward	4,458	24,971	28,289	57,718
Depreciation				
Brought forward	4,458	24,614	28,289	57,361
Charge in the year	-	357	-	357
Carried forward	4,458	24,971	28,289	57,718
Net Book Value				
At 31 December 2023	£ -	£ -	£ -	£ -
At 31 December 2022	£ -	£357	£ -	£357

9. Investments

	2023 £
Fair value at 1 January 2023	324,482
Additions	12,577
Disposals	-
Unrealised gains/(losses)	12,625
Fair value at 31 December 2023	£349,684

	Holding £	Original Cost £	Market Value £
M&G Charifund	487.956	92,260	146,371
CCLA CoE Investment Fund	3038.64	80,000	181,449
CCLA CoE Property Fund	18188.67	15,000	21,864
			£349,684

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

10. Debtors	2023 £	2022 £
Trade Debtors	4,556	835
Accrued Income	4,032	3,547
	£8,588	£4,382

11. Cash At Bank And In Hand	2023 £	2022 £
Bank accounts	£222,903	£243,806

12. Creditors	2023 £	2022 £
Amounts due within one year		
Other Creditors and Accruals	12,286	16,362
Taxation and Social Security	409	-
Deferred Income	15,040	15,040
	£27,735	£31,402

Deferred Income represents income received in advance from hires of premises. Deferred income brought forward of £15,040 was fully recognised as income in the year and the amount deferred in the year amounted to £15,040.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

13. Restricted Funds

	Pause Project	Vicar's	Education	Renewal	Ministry Housing	Community Worker	Community Garden	Open Door Meals	Total
		£	£	£	£	£		£	£
Balance at 1st January 2022	-	-	12,170	13,782	378,154	36,242	-	5,013	445,361
Income	1,770	877	403	3,069	11,133	-	1,723	7,343	26,318
Expenditure	(1,705)	(578)	-	(7,800)	-	-	(1,509)	(5,889)	(17,481)
Unrealised Gains/(Losses)	-	-	-	-	(29,476)	-	-	-	(29,476)
Transfers	-	-	-	-	-	-	-	-	-
Balance at 31 December 2022	65	299	12,573	9,051	359,811	36,242	214	6,467	424,722
Income	-	532	-	11,192	12,577	2,714	-	2,172	29,187
Expenditure	-	(735)	-	(1,847)	-	(6,528)	(175)	(5,331)	(14,616)
Unrealised Gains/(Losses)	-	-	-	-	12,625	-	-	-	12,625
Transfers	-	-	-	-	-	-	-	-	-
Balance at 31 December 2023	£65	£96	£12,573	£18,396	£385,013	£32,428	£39	£3,308	£451,918

Restricted Funds

Restricted funds are for specific purposes and cannot be used for anything other than their specified purpose.

Donations to the restricted VDF are used to relieve financial hardship. The Renewal fund is for the renewal and restoration of the church premises. The Pause Project, Education, Community Worker, Community Garden and Open Door Meal funds are used to fund different outreach activities in the community.

The Ministry Housing fund is held for the purchase a property for a minister.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

14. Unrestricted Funds

	Designated					General	
	Monk	Partners in Mission	Vicar's	Vicarage Refurbishment	Sub Total		Total
	£	£	£	£	£	£	£
Balance at 1 January 2022	28,553	7,359	11,720	-	47,632	68,393	116,025
Income	15,218	-	-	-	15,218	111,568	126,786
Expenditure	(10,844)	(7,160)	-	-	(18,004)	(107,904)	(125,908)
Unrealised Gains	-	-	-	-	-	-	-
Transfers	(3,000)	5,500	-	8,000	10,500	(10,500)	-
Balance at 31 December 2022	29,927	5,699	11,720	8,000	55,346	61,557	116,903
Income	16,245	-	-	-	16,245	100,364	116,609
Expenditure	(9,754)	(5,100)	(2,075)	(2,644)	(19,573)	(112,417)	(131,990)
Unrealised Gains	-	-	-	-	-	-	-
Transfers	-	2,650	-	-	2,650	(2,650)	-
Balance at 31 December 2023	£36,418	£3,249	£9,645	£5,356	£54,668	£46,854	£101,522

Unrestricted and Designated Funds:

Unrestricted and designated funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

The Monk fund is set aside for maintenance work to the church building and centre. The Partners in Mission fund comprises 10% of relevant general fund income and is set aside to be given away to other organisations to fund their mission work. Whilst the Vicar's Discretionary Fund (VDF) is shown as unrestricted it operates in practice like a restricted fund. However the PCC have the ability to un-designate the fund should they wish to do so, therefore it is shown as an unrestricted fund in the accounts despite operating as if it were restricted. The Vicarage Refurbishment fund is an amount set aside for cyclical maintenance works to the Vicarage.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2023

15. Assets Between Funds

	2023			
	Unrestricted		Restricted	
	Designated	General	Fund	Total
Fixed Assets	-	-	-	-
Investments	-	-	349,684	349,684
Current Assets	62,538	66,719	102,234	231,491
Creditors falling due within one year	(15,684)	(12,051)	-	(27,735)
	£46,834	£54,668	£451,918	£553,440

	2022			
	Unrestricted		Restricted	
	Designated	General	Fund	Total
Fixed Assets	357	-	-	357
Investments	-	-	324,482	324,482
Current Assets	70,029	80,002	98,157	248,188
Creditors falling due within one year	(15,040)	(16,362)	-	(31,402)
	£55,346	£63,640	£422,639	£541,625

16. Employee Information

There were no employees who received employee benefits exceeding £60,000 (2022: None).
The average weekly number of persons employed during the year was:

	2023 £	2022 £
Office Staff	2	2
Staff Costs		
Wages and Salaries	34,230	22,632
Social Security Costs	-	(64)
Pension Contributions	790	599
	£35,020	£23,167

17. Related Party Transactions

There was no trustees remuneration or other benefits in the year to 31st December 2023 (2022: Nil). Planned Giving donations amounting to £7,440 were received from trustees during the year. In addition, £3,468 in one-off donations were received from trustees during the year. One trustee, Eunice Komakech, was paid £1,140 for opening and closing the Church Centre during the year for hires.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES THE LESS, WES

England & Wales - Charity number 1135075

Accounts

THE PAROCHIAL CHURCH COUNCIL OF

ST JAMES THE LESS

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2022

The Parochial Church Council of St James the Less

Annual Report for the year ended 31st December 2022

Contents

Annual report	1 - 17
Independent Examiner's report	18
Statement of financial activities	19
Balance sheet	20
Notes to the financial statements	21 - 35

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

Charity information

Incumbent	The Revd. Elisabeth (Lis) Goddard
Church address	St. James the Less Westminster Thorndike Street London SW1V 2PS
Independent examiner	Knox Cropper LLP Office Suite 1 Haslemere House Lower Street Haslemere Surrey GU27 2PE
Bankers	The Co-operative Bank 62/64 Southampton Row London WC1B 4ND Lloyds TSB 98 Victoria Street London SW1E 5JL CAF (Charities Aid Foundation) 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4TA

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

Annual report of the Parochial Church Council
For the year ended 31st December 2022

The Parochial Church Council (PCC) of St James the Less, Westminster, the members of which act as trustees to the charity, presents its report and the financial statements of St James the Less for the year ended 31st December 2022, which have been prepared in accordance with the Church Accounting Regulations 2006 together with the applicable accounting standards and the Charities SORP 2011.

Responsibilities of the PCC

Charity law requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the results for that period. In preparing those financial statements, the PCC is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in operation.

The PCC is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity, and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In addition, they are responsible for ensuring that the accounts comply with statutory requirements, the requirements of the charity's governing instruments and including any other additional information required by law.

PCC Administrative information

St James the Less is situated on Vauxhall Bridge Road, Pimlico. It is part of the Diocese of London, Two Cities Area, within the Church of England. The correspondence address is St James the Less Centre, Thorndike Street, Off Moreton Street, London SW1V 2PS

The Parochial Church Council (PCC) is a registered charity (No. 1135075)

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

PCC Administrative information

PCC members who have served from 15th May 2022 (Annual Parochial Church Meeting) are:

Incumbent:	The Revd. Elisabeth Goddard		Chair
Church Wardens:	Dorothea Gopaul	from April 2016	
Representatives on the Deanery Synod:	Veronica Garbutt	from October 2020	
Elected Members:	Anthony Metcalf-Gibson	from April 2022	Lay Chair
	Ben Ealovega	from May 2021	
	Estelle King	from October 2020	
	Helen Mealins	from October 2020	Treasurer
	Eunice Auma K.	from May 2022	Secretary
	Paul Hamley	from May 2022	Chair of Buildings Committee
	Denise Barnett	from May 2022	
Curate, Ex-Officio:	The Revd. Andrew Goddard	from September 2013	
Curate, SSM:	The Revd. Fung Lau	from July 2016	
Curate, SSM:	The Revd. Ruwano Gunawardene	from September 2022	
Sidesman:	Denise Barnett		
	Sean Kennedy		
	Samuel Cassidy		
	Merlyn Christophers		
Staff of St James the Less, Employed by the PCC:	Samantha McCarthy	from June 2022	Operations Manager
	Jeremy Pinkney	until November 2022	Verger

Structure, governance ad management of the PCC

The method of appointing PCC members is set out in the Church Representation Rules. All baptised Church attendees are encouraged to register on the Electoral Roll and are eligible to stand for election to the PCC within certain restrictions laid down by the Charity Commissioners.

Committees

The PCC operates through the following committees, which meet from time to time between full meetings of the PCC.

2022 has seen the beginning of re-introduction of normal practices and procedures following the disruption of COVID. This has meant that our committee structure has begun to be re-established, with some adjustment after the Pandemic, in the following way.

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

Standing Committee
This is a statutory committee and has the power to transact business of the PCC between its meetings, subject to any directions given by the Council. It meets six times a year. It consists of:

The Vicar
The Warden/s
The PCC Treasurer
The PCC Secretary
Another member of the PCC

At the request of the PCC the Lay Chair has agreed to serve as the extra PCC member of the Standing Committee, particularly in the absence of a second Church Warden. The Standing Committee is once more meeting in person.

Finance Sub-committee
The Finance Sub-Committee has met once in 2022, to advise on the formulation of the budget. The following people are part of the committee:

The Revd. Lis Goddard (Chair)
The Revd. Andrew Goddard
Helen Mealins – Treasurer
Alice Chan – Bookkeeper
Samantha McCarthy – Operations Manager *from June 2022*

Bookings Review Committee
This Committee exists to apply our terms and conditions and to help the Centre Manager in making difficult decisions about lettings. Business is mainly conducted by email and on an ad hoc basis. It consists of:

The Revd. Lis Goddard (Vicar)
The Revd. Andrew Goddard
Dorothea Gopaul (Warden)
Dr Paul Hamley (Chair of the Buildings Committee)

Staffing Committee
This committee was set up by the PCC to help the Trustees to review staffing, job descriptions and the effective running of the office. The current members of this committee are:

The Revd. Andrew Goddard (Chair)
Dorothea Gopaul
The Revd. Lis Goddard
Samantha McCarthy – Operations Manager (Co-opted) *from June 2022*

Buildings Committee
The Buildings Committee is responsible for overseeing the maintenance, repairs and any possible building or conservation/restoration work on our significant buildings, always in consultation with the PCC. It consists of:

Dr Paul Hamley (chair)
The Revd. Lis Goddard
Dorothea Gopaul
Samantha McCarthy - Operations Manager (Co-opted) *from June 2022*

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

Safeguarding Committee
This Committee has met twice this year, overseeing the safeguarding work of the church and reporting to the PCC. It comprised:

Samantha McCarthy – PSO and Evidence Checker *from June 2022*
The Revd. Lis Goddard
Suna Gurkan – Children's Champion

Partners in Mission
This committee had delegated authority on behalf of the PCC to apportion our 10% tithe among the mission partners we support and other mission activities which fulfil published criteria. However, the committee has not met since 2018, its functions have been assumed by the PCC and so it has now effectively ceased to exist.

Working Groups and Teams

The Leadership Team
The Leadership Team meet termly to provide oversight to the leadership of services, homegroups and discipleship. Members of the preaching and worship teams are part of this team, as are those responsible for the oversight of our Prayer Ministry of all types. The Team consists of:

The Revd. Lis Goddard (Chair)
The Revd. Fung Lau
The Revd. Ruwani Gunawardene – from September 2022
The Revd. Andrew Goddard
Amabel Ealovega
Ben Ealovega
Suna Gurkan

Pastoral Team
The Pastoral Team meets fortnightly for an hour and reviews the ongoing pastoral care of the congregation. It consists of:

The Revd Fung Lau (Chair)
The Revd. Lis Goddard
The Revd. Andrew Goddard
Ben Ealovega
Estelle King
Mary Willard until June 2022
The Revd. Ruwani Gunawardene from September 2022

ODM Leadership Team
The Open Door Meal Leadership Team has responsibility for the safe and effective running of the ODM and for ensuring ongoing financial provision. They are also responsible, with the PCC, for developing the PCC's vision for the ODM. There is a need to expand the current team. There has been an ongoing pressure to adapt the ODM to the changing COVID regulations. The current team are:

The Revd. Andrew Goddard (Chair)
Jamie Lobban
The Revd. Fung Lau
The Revd. Lis Goddard

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

Fundraising Group
This group was formed towards the end of 2022 to focus on fundraising towards making our outreach work through Community Outreach Workers sustainable. The PCC are planning to appoint a part-time Children and Families Worker and a part-time Vulnerable Adults Worker in 2023 so this fundraising will be key going forward. The members of this Group are:

The Revd. Lis Goddard
Anthony Metcalfe- Gibson
Estelle King
Catherine Lau

Objectives and Activities of the PCC

St James the Less PCC has the responsibility of co-operating with an incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church and centre complex of St James the Less, Pimlico.

PCC Overview

Church attendance
There were 74 parishioners on the Church Electoral Roll for 2022. The average attendance on a Sunday was 30 adults and 1 child. Average attendance at Messy Church is 40 adults & 33 children, Special messy is 7 adults and 4 children. With attendance at the Light Party being 81 adults, and 119 children. Attendance at the Special Light Party was 24 adults and 18 children. During 2022 we started a new service for families on the first Sunday of the month at 3pm called J.A.M. (Jesus and Me). Average attendance at J.A.M. was 25 adults and 14 children.

Risk Assessment

The PCC, through the staff, continues to give consideration to the major risks that the church is exposed to, to assess the likelihood of the risks occurring and the likely level of impact the risks pose, in conjunction with new diocesan guidelines. They have also considered the controls that are in place for these risks and have identified any necessary areas for action. This is an ongoing process that the PCC undertakes to ensure that the operations of the church are adequately protected against the risks it faces in achieving its strategic objectives. In 2022 there was a rolling process of updating the COVID risk assessments to ensure compliance. The PCC has a current Safeguarding Policy in place and requires all bookers of the Centre and Church to agree to it.

Safeguarding

Safeguarding in this and preceding years continues to take prominence as a priority in this and the wider Church. It is one of the most important aspects of church life because it ensures that those who form part of the church are safe to participate within it and as such, we take Safeguarding very seriously here at St James the Less and it is of utmost importance to our mission and ministry.

Safeguarding is a collective – whole church – responsibility. Jesus' command to love means that we are commanded to demonstrate a commitment to ensuring the safety of children, young people and adults at risk as they worship and take part in activities in our church.

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

The Clergy and the PCC along with the Safeguarding Officer all work to ensure that we have the proper systems and policies in place in line with the diocesan guidelines. We continue to strive to ensure that we respond without delay to any safeguarding issues and have placed safeguarding as a standing priority issue for the PCC and to ensure our training is up to date, this includes the new training required to recognise domestic abuse.

There have been several changes this year with safeguarding and as such a lot of suggested training materials have been made available to everyone on the safeguarding portal, which includes training for lots of different safeguarding issues that may arise within the church as the church recognises the different dynamics and problems that may arise within different communities.

The London diocese safeguarding team have also set up a monthly meeting online to support all CSO and PSO's who are able to bring any questions they may have to these meetings to discuss with others, this is a very welcome monthly support.

As our new Evidence Checker and Church Safeguarding Officer, I have been arranging required DBS checks, assisting with safeguarding training, updating the Safeguarding dashboard, and have provided the PCC with reports and advice on the additional training that is required to take place this year.

Many thanks must be made to Suna Gurkhan who is our Children's Champion and continues to be a part of the children's activities ensuring the safeguarding demands of Messy Church, JAM and Pause are met. Thanks also to Rev Lis Goddard and Rev Andrew Goddard who oversee the growing safeguarding needs of the Open Door Meal.

Samantha McCarthy

PCC Review of the year for 2022

The PCC met eight times during the year with an average attendance of 98%.

Overview of the Year



WORSHIP AND CHURCH COMMUNITY

SUNDAYS AT ST JAMES THE LESS

Following the pandemic Sundays have begun to settle down into new pattern. Our *Informal Worship* is now at 10am on a Sunday morning, with the worship being also on Zoom, where there are still several people attending. Sadly, our families still have not returned to this service, but we hope that the appointment of a children and families worker in the New Year will change this trend.

On a Sunday evening we now have a quiet Communion Service, which is loved by those who attend. It is especially helpful for members who struggle with mornings or who have to work on a Sunday morning.

On the first Sunday of the Month, we have established J.A.M. (Jesus and Me) as short service for families at 3pm. Whilst this is taking time to grow it is certainly filling a gap and meeting a need.



The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

COMPLINE



Throughout 2022 we continued to have Compline on zoom, initially on Monday, Wednesday and Friday evenings at 9pm. This gradually dropped down to just Wednesday evening as the need diminished. There is no doubt that providing Compline online met a real need and provided a blessing to our community during the pandemic, but as we drew towards the end of 2022, it looked as if it was no longer needed.

TUESDAY COMMUNION

In 2022 we began a midweek communion service on a Tuesday. This proved to be popular and the numbers have grown from the initial 3 or 4 to sometimes as many as 12. We now have lunch together after communion and a real sense of community is forming.

EASTER

In Holy Week after our Messy Easter and Special Messy Easter, we were able, for the first time since 2019, to have our Walk of Witness with the other Pimlico churches. This culminated at St James the Less and everyone was welcomed to tea, coffee and hot crossed buns. At 12 noon we had an hour at the Cross and in the late afternoon we screened a film of Pilgrim's Progress.



On Easter Saturday everyone came together to clean and decorate the church for Easter Sunday. It was lovely to see the church filled with flowers.













Easter Sunday began at 6am with the Dawn Service, lighting the fire to signify the light of the life of Christ rekindled as he is raised from the dead. The light was then brought into the church and candles were lit throughout so that the light spread.

At the 10am All Age Celebration we thought about how our chains are broken by the resurrection of Jesus from the dead and placed broken chains on the Easter Cross.

The day ended with a joyful celebration of the Easter Communion.

CHRISTMAS



As ever Christmas was busy, it was wonderful to be able to have a 'normal' Christmas once more. This included Messy Christmas and Special Messy Christmas, Carols by Candlelight, with South Westminster Community Choir singing, the ODM Christmas meal and Carol Service, Carols on the Move –





once more ably supported by South Westminster Community Choir, the Nativity from Scratch on Christmas Eve, Midnight Communion on Christmas Eve and Christmas Communion at 9am on followed by an All Age Service on Christmas Morning.

Lis Goddard

SUNG WORSHIP

In the morning services usually, our sung worship is led very simply with solo voice and acoustic guitar (either steel string or classical, as appropriate). We use a mixture of hymns and modern songs and wherever possible we try to use some songs that fit the theme that is being focused on in the service.



Taking seriously the psalmist's exhortation to 'sing to the Lord a new song' we do try to regularly introduce new-to-us songs (or, at least, new to Ben!) including some songs written by our own Andrew Goddard. For example, for the first time in a long time we had live music on Christmas Day and Ben learnt a few new songs for this season.

In the evening services, and when Ben is not available in the morning services, videos are used to lead sung worship. We hope to have more live worship leading for the evening service in the near future.

Ben Ealovega

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

STUDY GROUPS

Online

Throughout 2022 we continued to meet online on a Wednesday for our Study Group. This was always a special time when we were able to go deeper into the text we had studied on a Sunday. I always left feeling that I had delved deep and learned a lot. Each Wednesday they were followed by Compline.

Lis Goddard

Coffee and Prayer

Coffee and Prayer moved back in person and meets every Friday morning at 11am. It is a chance for those older members of the congregation to meet for fellowship, to read the bible together, usually using Lectio Divina, which is an easier way of engaging with a passage for those whose memory is not what it once was, and to pray for each other. It is always a time of rich blessing. *Lis Goddard*

PASTORAL CARE

The pastoral care team meets every two weeks in order to share and make sure we have a better understanding of needs or matters concerning the progress of our church members. We also care for those who are interested in joining our community and love to worship with us. Interceding and prayer is vital in the meeting.

We try to care for our brothers and sisters by visits, making phone calls and any ways which aid feelings of safety and comfort. We also give practical support when possible. *Fung Lau*

PRAYER

While our individual/private prayer lives are of course so important, coming together to pray as a church family is fundamental - and continues to be a growing vital part of our church life. Throughout this year the church has continued to come together and pray for each other, our community, the global church and the wider world both online and in person.

REVIVE

20th July 2022



While our first *Revive* (our regular creative prayer meeting) of the year in February was on Zoom, our subsequent two meetings were, for the first time since lockdown, were in church. Those who couldn't be there in person were able to participate via Zoom. Our themes for the three Revives were 'Open', 'Unveiled' and 'The battle belongs to the Lord'. As ever in the in-person meetings we had food and fellowship and then spent time praying together for the church and each other using hands-on and creative methods. We also spent time worshipping God in song together.

For *Thy Kingdom Come* in May we set up prayer stations in the Prayer Chapel using sections of the Lord's Prayer as a way to help people to focus as they prayed. The prayer stations each had a large print of one of Ben's nature photos (chosen by Amabel to fit the theme of the particular station) and a short reflection written by Amabel. People were invited to pause, reflect and pray as they focused on each line and associated Bible verses and to think about how they could put into practice an aspect covered in the reflection.





In October we had our annual *Day of Prayer* - the first one in person since 2019. This took place on a Sunday and incorporated both the 10am service and the 6pm service and ran right through the afternoon. Using the well-known passage from Jeremiah 29 we used a number of creative and h ands-on ways to pray for our community, church and each other meditating on how the words of Jeremiah spoke into our lives today. Thank you so much to all who contributed!











The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022



As one way of expressing and outworking our belief in the importance of prayer in everything we do, following on from the Day of Prayer, people have been meeting together at St James the Less every *Monday at 12:30 pm* to pray for our church and community. Those not able to be there in person have been encouraged to join in by setting an alarm and pray wherever they are!

Our monthly *Men's Prayers and Women's Prayers* have continued regularly through the year and have been a wonderful time of fellowship, deepening relationships and real blessing and support as we pray for our church life and each other. This year we have been able once again to meet in person so have been able again to share breakfast before praying.



Nearly every Sunday night the *leadership team* met on Zoom to pray for the events of the day, specific people and each other. This time has always ended with the Aaronic blessing which we pray over each other and again over the community.



The *PrayerChain* has continued to be used regularly this year (people email prayer requests to prayerchain@sjtl.org) and the prayer request is then forwarded to a group of people who have committed to pray. PrayerChain requests are kept confidential. It has been a great encouragement to see specific answers to prayer! *Amabel & Ben Ealovega*

CREATIVE CHURCH: Christmas Card

This year's Christmas card was designed and created as a collage of 204 tiny, printed photographs of London. The photos were chosen from many thousands of images Ben had taken in Pimlico and other parts of London over the last 15 years.



The word 'HOPE', a crib and a star were cut out of the collage and then light was projected through the cut-out parts to remind us of God's hope in every situation. This final collage and lighting set up was in turn photographed, finalised in Photoshop and prepared as a final A5 image ready for print.

The full scale A1 sized original artwork that was photographed to make the card was put on display in the church, and positioned and lit in such a way that the illuminated word HOPE was the first thing people saw coming into the church over the Christmas period. *Amabel & Ben Ealovega*

COMMUNITY OUTREACH

ALPHA

The Alpha course is a platform for people who are searching for the meaning and purpose of life and to ask questions and explore the Christian faith. It is a unique way to help people to learn about Jesus, as both divine and human. Also, how Jesus came into this world to save & to redeem us. The video gives testimony of transformed lives as people encounter the living true Saviour.

It was a privilege to be a witness for Jesus here. I watch people eager to be moved and wanting to learn more. There were signs of the seeds starting to sprout.

Dorothea Gopaul

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

ODM

We are delighted that the Open Door Meal (ODM) continues to serve meals (a hot main course and cake and fruit with hot drinks) on two Fridays each month except August to those who are homeless and vulnerably housed. It is appreciated not only for its high-quality food but also its welcoming and friendly atmosphere and has in the last year attracted roughly 50-60 guests each meal with many more at Christmas. The inclusion of occasional services especially at Easter and Christmas is much appreciated by both guests and volunteers.



Our volunteers who help prepare food in the afternoon under the supervision of Dorothea and who serve in the evening include a good number from SJtL, some from other churches, and some of other or no faith. We pray together before we welcome guests and after clearing up.

We have a core of excellent, committed people who work well together but the number of regular committed volunteers has been reduced since Covid and this has sometimes meant a heavy workload for those serving in the evening. We are always eager to add to our volunteers and leadership team.

The meal has continued to receive financial support from individuals and local churches but may need to consider more direct fundraising in the future.

Andrew Goddard

MEMORY CAFÉ



Memory Café happens on the first Tuesday of each month and is a chance for those with early-stage dementia and memory loss to come together and have activities specifically for them.

SILVER SCREEN



This usually runs in the afternoon on the last Sunday of each month. People from our community and other communities will watch an old movie and hopefully it will recall their memories of lovely films. We serve cream tea afterward. We realise that people like to stay as long as they can for they treasure this time together socialising with each other.

This is one of our outreach activities which aims to keep connection with the community and bring people together to know our community. We also make friends with the participants and hope that we can share God's love with them. We can care for their needs and give practical support which enables the building up of the network as part of pastoral care.

We pray that God will lead and show us where and how we can improve the ways in which we can care best for our community

Fung Lau

MESSY CHURCH/SPECIAL MESSY CHURCH





Has been running consistently every month. In the past year again, we have had a Light parties and Christmas events. New families have been coming along. Special Messy Church has a core group that come each time with some new families joining.

Every event has been enjoyable and relational with the hope of growing and expanding even more.





Sarah Agnew

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

TRAILS



Connecting local primary schools, we invited Westminster cathedral primary and Churchhill Gardens Primary for our Christmas trail. Over two days the kids came and did a craft and met different characters from the Christmas story. The school's feedback was that it's one of their highlights of the year and the kids loved it.

Sarah Agnew

PAUSE

Playgroup for Under 7's and their adults,
On Mondays 3.30-5pm, Term Time



Pause remains one of the rare afternoon playgroups for children with their adults in the area. It offers a safe place for families to join with their children after school. Recently we have had quite a few mums, grandparents and nannies dropping in on a regular basis for a play, tea and chat.

Pause creates the first contact place for the families with whom we have built relationships over time. Some of them attend Messy Church and maybe J.A.M., so please pray for them. Thank you. *Suna Gurkan*

OUTBREAK

Holiday Clubs

During the summer period of August, the Pimlico Foundation ran two separate holiday clubs, the first being for 8-11yr age group, with the second for the 12-15yr age group. With the help of funding from Pimlico Millions and Young Westminster we were able to offer a wide range of off-site activities including go-ape, museum visits, kayaking/sailing, Zoo Trip and Thorpe Park. We also held daily activities at St James the Less Church, with faith talks and team building games. With the HAF we were able to provide hot food each day and give out takeaway for extended families.



Over the two weeks we saw over 60 children and young people attend and had 11 young leaders and volunteers support.



During the Easter term, we host a holiday club called the Easter Hangout. The club consisted of trips, self-identity, image, relationships, social media and faith-based workshops. We invited Lis Goddard, Vicar of STJL to do a Q and A around her career, personal faith journey and views on social media. The week also involved team building games, sporting activities and trips. We also gained HAF funding, so we were able to provide hot meals for all attendees.

Schools

We restarted the Pimlico Academy mentoring with year 7 students, having the aim of taking on more students from year 9 for the upcoming term. We also regularly do our playground walks engaging with the students and providing pastoral support. This has been great in terms of building relationships and giving out information about Outbreaks regular youth activities. We have built strong communications with the teachers, admin team, heads of years and new teaching staff.

Prior to Westminster Cathedral Primary School closing down, we were providing an afterschool football club and continuing to do playground engagement work with Churchill Garden Primary school.

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

Community Outreach



Our community outreach work with Hot Chocolate Thursday within Churchill Gardens estate has been continuing strongly, with an average attendance of around 150 children, youth and families attending. We gain much support from St Gabriel's Church, the local community police and regular volunteers from One Westminster in helping deliver. The aim is now to replicate Hot Choc Thursday in Lillington Garden Estate. We have also supported local community project such as International Women's Day, Bangladesh Society and Pimlico Community Day event.

Isaac Rocke

Community Lunches



We provided hot lunches for families and young people and kids attending our Holiday clubs and over half term break. This year we had 6th formers help prep and cook the meals as well coming up with recipes for take to make at home. These lunches provide community and contact with families in the area which has been great to be part off.

Sarah Agnew

CHRISTMAS AND EASTER LUNCH



In 2022 we were able, once more to celebrate in person, which also meant that we were able to eat together again as a family. At Easter, following the Dawn Service we had a full cooked breakfast together, and after the All Age service we joined together for an Easter Lunch. It is wonderful to be able to share special occasions together again as our

St James the Less family.



It was especially precious at Christmas to be able to share Christmas Lunch with one another after 2 years of having to deliver it to individual homes. We gathered together in the Monk Room and enjoyed a Christmas Dinner with all the trimmings, including a full vegan option!

Lis *Goddard*

SW FEST



This year's SW Fest was busy, lively with lots of stalls and visitors. Thankfully it wasn't overly hot as the previous year, so it was enjoyable.

We had quite a few of us serving hot and cold drinks, cakes and they were received and appreciated much by the visitors and stall holders. There were also lovely cards with bible verses by Ben and Amabel which created a focus for prayers with those who stopped by. It was a lovely day in the neighbourhood sharing love of our Saviour.

Suna Gurkan

COMMUNITY PAYBACK

We continue to receive support and service from the one day weekly partnership with the Community Payback Team.



Thomas Francis the Team Leader is very professional and capable in his management of the team members. We very much appreciate this help. The tasks carried out are sometimes very heavy and dirty work. The buildings i.e. the church and the church centre are kept clean and tidy. The surrounding key areas and grounds are also kept clean from fallen leaves and debris. The willingness to do these tasks are evident in the quality of the work. We are very grateful for this help and continue to have a good relationship with this organisation.

I sometimes use this opportunity to interact with the team members to spread the good news of the gospel of Jesus Christ. I find them very engaging and responsive.

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

Dorothea Gopaul

PARTNERSHIP WITH WESTMINSTER COUNCIL ESTATE CLEANERS AND GARDENERS



SJtL benefit from the help of the above workers during the year. They are always at hand if we need help.

A few examples as follows: the cleaners help to deliver Christmas cards to residences on the estate. They remove fallen leaves from the front of the church during the autumn season. Sometimes they provide their trolley and help us remove heavy furniture and waste objects from the church.

The gardeners spray our weeds during the spring time when needed and loan us gardening tools etc.

These examples just show what a good relationship SJtL has with people/workers in the community. We are grateful for the willingness of these people who engage and assist us.

Dorothea Gopaul

CARING FOR OUR BUILDINGS

FRIENDS OF ST JAMES THE LESS

George Edmund Street and the Monk sisters would surely be saddened to see the impact of 160 years of grime accumulated on the fine creamy stone and vibrant brickwork of their Church. Led by the Reverend Lis Goddard, a small Friends Committee has therefore been formed to raise awareness and generate income for the cleaning and restoration of this unique building – an ambitious project which could take several years. Apart from the intrinsic value of restoring the magnificence of Street's original vision, we believe the renovation will enhance existing worship, attract more use of the Church by the local community and thus support the ongoing ministry of Lis and her team.



Composed of members of the Church Team and local people interested in the history and architecture of St James the Less, the Committee met ten times between April 2022 and '23. We started modestly with London Open House in September, a Drinks event in October and a Guided Walk in March. With increasing momentum, as well as support from the Diocese, we're planning more ambitious activities, including involvement in South West Fest 2023, a Gala Dinner in November, and a conference in June 2024 celebrating the bi-centenary of G E Street's birth in 1824.

Lizzie Iron

OPEN HOUSE LONDON



For London Open House, the Church resounded with the music of the organ, played by a student from St Paul's Girls School, with Volunteers providing refreshments. Lis, Friends and Art History students from Harris Westminster School explained the history and theology of the church to visitors, while the Friends had arranged visual displays focussing on the elements of the building and plans for the restoration project: after completion of the Chancel Screen (generously funded by a legacy from a parishioner), next steps are to tackle the roof so that the intricate multi-coloured ceiling decorations can be re-painted, and to address the external lily-finial railings, which urgently need conservation.

A popular feature of the day was to listen to the specialist restorers working on the Chancel Screen as they described their work. The renovation of the stone wall and iron and brass railings of the Screen is a brilliant demonstration of what's possible: after intensive cleaning, the creamy stone now shines and the brass details on the railings gleam.

Over 100 visitors attended the day.

Lizzie Iron

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

RAILINGS



The work to restore the chancel screen stonework and railings is virtually complete.
Justin Hill and Anna Taylor have done a fantastic repair and restoration work; the final piece is to attach a plaque to the memory of Pure Zhang, in whose memory the restoration has been funded.

Paul Hamley



ALL CHANGE
MARY WILLARD



Traditionally I'm not C of E but St. James the Less was so near to my London home I decided to try an evening service. The welcome was very friendly and the liturgy provided security and discipline. It was a blessing to see the priority given to prayer especially as we were encouraged to listen to God as well as talk to Him.
During 'lockdown' the regular Zoom meeting for Compline gave me opportunity to get to know some of the morning congregation. I love the way everyone at SJtL works together for the benefit of the fellowship and community. I'll be sorry to miss the Good Friday walk of witness this year. I have so many lovely memories of friends with whom I have shared chats, walks, prayers and meals. My very favourite was being introduced to bagels and chocolate spread at the women's prayer breakfast.
I do miss you all but it is good to be living close to so many of my family [and by the sea}. Thank you all for your companionship in Jesus. May God continue to bless you all. Love from Mary.

Mary Willard

SAMANTHA MCCARTHY



I joined the team at St James the Less as the Operations Manager at the end of June 2022. The warm welcome I received from everyone has been amazing and I settled in quite quickly, it is a pleasure to work here every day as you never know what will happen from one day to the next. There have been some challenges, but also some very rewarding days. I feel that I have also gained a whole new family and the job has brought such joy into my life and I enjoy coming into work each day, learning new skills and with the knowledge that I can promote my faith in the Lord daily.
I feel truly blessed.

Samantha McCarthy

RUWANI GUNAWARDENE





I grew up in Sri Lanka but have lived in the UK most of my adult life. I was raised in an Anglican home. I worked in a para-church organisation for nearly 2 decades and felt a certain restlessness which was quietened after the realisation that it was to ordained ministry that God was calling me.
I was ordained Deacon at Michaelmas 2022 after completing the Caleb Stream, an accelerated pathway for older ordinands. When my DDO recommended I consider SJtL as a place for serving my curacy I visited incognito and was won over instantly by the warmth and welcome my son and I received. I was glad to hear from the Bishop's office that SJtL PCC were happy to grant me the position of Curate from September 25th. So here I am!

Ruwani Gunawardene

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

JEREMY PINKNEY

I joined St James the Less staff just over 24 years ago, as a finance assistant. The vicar at that time was Reverend Crossley, I continued in the role until Rev Lis Goddard came and my role changed. I became The Verger. This role continued until I stepped down at the end of last year.



I have seen three vicars come and go during my time working here and a lot of staff changes, which has been both challenging and rewarding.

During my time, I have been an active member of the congregation and been part of the Partners in Missions Committee. I used to take part in Prayer Ministry and take an active part during services, saying prayers and reading the Bible, I also worked as a sides person welcoming people into the church, amongst other duties including assisting the Church Warden.

Things I have enjoyed whilst working at St James the Less is the opportunity to meet lots of people from different backgrounds, due to the various hirers booking the centre and meeting members of the public visiting the church, which gave me the opportunity to talk about the history of it.

Although sometimes my role could be challenging, I was able to learn a lot of new skills over this time which I can now take with me into my everyday life.

I am still hoping to be involved with St James the Less, working as a volunteer, helping with Messy Church etc as well as continuing as a member of the church and being part of home groups which I enjoy.

Jeremy Pinkney

The Parochial Church Council of St James the Less

Report of the Trustees

For The Year Ended 31st December 2022

2022 Financial Review

The Church had a more active year, following recovery from Covid affecting the previous two years, however the weakness of the markets resulted in the Statement of Financial Activities recording a negative net movement of funds of £20,639, following net losses on investments of £29,476. If these losses are not taken into account the operating position for the year amounted to £9,715.

Income in the year increased from £140,538 to £153,104 with notable increases in Hire of Premises following the return to more usage of the rooms amounting to £51,190, and in Investment Income amounting to £11,459. These increases were offset by a reduction in Donations, Legacies and Collections, as in 2021 there was significant sundry donations resulting from the end of the furlough scheme.

With the return to operations, careful monitoring of costs, saw expenditure increase from £116,087 to £143,389, with notable increases in the Diocesan Common Fund payment of £34,000, and increases in centre running costs following the increase in income. Open Door meals also increased due to the increase in operations, and more was required to be spent on the maintenance of the Church.

The Balance Sheet remains strong with total assets at the disposition of the Charity amounting to £541,625, down by the net movement in funds from last year's figure of £561,386. This is made up of restricted funds amounting to £424,722, most notably the Ministry Housing Fund of £359,811; Designated Funds of £55,346 and General Funds of £61,557.

The Assets comprising these funds are made up of Fixed Assets amounting to £324,839 of which £324,582 relates to Investments, Debtors of £4,382, Cash of £243,806 and Creditors amounting to £31,402.

It is the policy of the PCC (agreed with church members at the APCM) to maintain unrestricted funds, which are the free reserves of the Church, at a level which will provide sufficient funds to cover the normal ministry, management and administration costs of the Church for a minimum of one month (but, ideally three months) and any emergency expenditure as it should arise. Additional reserves are set aside where, in the view of the Council, it is prudent to allow for future expenditure plans. The level of free (unrestricted and designated fund) reserves at 31 December 2022 stood at £116,903 (2021: £116,025).

Looking Forward

Independent Examiner's Report

To the Trustees of The Parochial Church Council of St James the Less

I report to the trustees on my examination of the accounts of the Parochial Church Council of St James the Less (the Charity) for the year ended 31st December 2022.

This report is made to the Trustees, as a body, in accordance with the terms of engagement. My work has been undertaken so that I might carry out an Independent Examination of the financial statements in accordance with the General Directions given by the Charity Commissioners. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body for my work or for this report.

Responsibilities and basis of report

As the charity trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Gregory Stevenson FCA
Knox Cropper LLP
Chartered Accountants

65 Leadenhall Street
London EC3A 2AD

2023

The Parochial Church Council of St James the Less

Statement of Financial Activities for the year ended 31st December 2022

		2022				2021 Restated			
		Unrestricted Funds		Restricted		Unrestricted Funds		Restricted	
	Notes	General	Designated	Funds	Total	General	Designated	Funds	Total
Income From		£	£	£	£	£	£	£	£
Donations, Legacies and Collections	2	59,981	-	15,137	75,118	69,307	-	20,070	89,377
Other Trading Activities	3	185	15,040	-	15,225	-	15,040	224	15,264
Investments	4	100	178	11,181	11,459	-	3	9,596	9,599
Charitable Activities	5	51,302	-	-	51,302	26,298	-	-	26,298
Total Income		111,568	15,218	26,318	153,104	95,605	15,043	29,890	140,538
Expenditure On									
Raising Funds	6	817	-	-	817	-	-	-	-
Charitable Activities	7	107,087	18,004	17,481	142,572	89,770	18,970	7,347	116,087
Total Expenditure		107,904	18,004	17,481	143,389	89,770	18,970	7,347	116,087
Net Gains/(Losses) on Investment Assets	9	-	-	(29,476)	(29,476)	-	-	43,438	43,438
Net Income/(Expenditure)		3,664	(2,786)	(20,639)	(19,761)	5,835	(3,927)	65,981	67,889
Transfers Between Funds		(10,500)	10,500	-	-	(3,494)	(122)	3,616	-
Net Movement in Funds		(6,836)	7,714	(20,639)	(19,761)	2,341	(4,049)	69,597	67,889
Total Funds Brought Forward		63,393	44,425	445,361	553,179	61,052	51,681	375,764	488,497
Prior Year Adjustment	18	5,000	3,207	-	8,207	5,000	-	-	5,000
Total Funds Carried Forward		£61,557	£55,346	£424,722	£541,625	£68,393	£47,632	£445,361	£561,386

The Parochial Church Council of St James the Less

Balance Sheet as at 31st December 2022

	Notes	2022 £	2022 £	2021 Restated £	2021 Restated £
Fixed Assets					
Tangible Fixed Assets	8		357		715
Investments	9		324,482		342,825
			324,839		343,540
Current Assets					
Debtors	10	4,382		12,000	
Cash at Bank and in hand	11	243,806		230,889	
		248,188		242,889	
Creditors:					
Amount falling due within one year	12	(31,402)		(25,043)	
Net Current Assets			216,786		217,846
Creditors:					
Amount falling due outside one year			-		-
Net Assets			£541,625		£561,386
Represented by:					
Restricted Funds	13		424,722		445,361
Unrestricted Funds					
- **General**	14	61,557		68,393	
- **Designated**	14	55,346		47,632	
			116,903		116,025
Total Funds			£541,625		£561,386

Approved by the Parochial Church Council on 2023 and signed on their behalf.

……..

E Goddard

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

1. Accounting Policies

a) Status of the PCC

The Parochial Church Council of St James the Less is a registered charity, no. 1135075.

A description of the nature of the PCC's activities is disclosed in the Report of the Trustees. The PCC's principal office address is stated on page 1.

The presentation currency of the financial statements is the Pound Sterling (£).

b) Basis of Preparation and Assessment of going concern

The accounts have been prepared under the historical cost convention with the exception of investments which are included at market value. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' 'true and fair view' provisions, together with the Financial Reporting Standard Applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP (FRS 102)).

The Charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

c) Funds Accounting

Funds held by the PCC are:

Unrestricted Funds – The general fund which can be used for PCC ordinary purposes and funds designated by the PCC for particular purposes.

Restricted Funds
Donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

d) Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, Legacies and Collections
Collections are recognised when banked by or on behalf of the PCC. Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on covenants or Gift Aid donations is recognised in the accounts when the gift is received. Grants and legacies are accounted for when the PCC is notified of its legal entitlement and the amount due is probable.

Other ordinary income from church activities
Parochial fees due to the PCC for weddings, etc. are accounted for on an event by event basis.
Rental income is recognised when receivable.

Income from investments
Dividend and interest income are accounted for when received as is any income tax recoverable on such income.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

1. Accounting Policies (Continued)

e) Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Grants

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

Church Activities

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31st December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

f) Fixed Assets

Fixed assets are held at historic cost less depreciation. Depreciation is calculated on a straight-line basis and written off over the life of the asset according to the class of asset as follows:

Office, Centre and church equipment	20% on cost

g) Fixed Assets Investments

The Charity's investments consist of investments in unit trusts. Initially they are recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted bid price. The statement of financial activities includes the net gains and losses arising on the revaluations and disposals throughout the year.

Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value.

h) Current Assets

Amounts owing to the PCC at 31st December 2022 in respect of fees, rents or other income are shown as debtors, less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with CAF Bank, Cooperative Bank and Lloyds Bank.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

1. Acccounting Policies (Continued)

i) Cashflow

The Charity has taken advantage of the exemption in the Statement of Recommended Practice from the requirement to produce a cashflow statement.

2. Donations, Legacies and Collections

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Gift Aid Donations	27,960	-	1,845	29,805
Gift Aid Recovered	6,829	-	2,084	8,913
Other Planned Giving	12,160	-	510	12,670
Open Plate Collections	2,523	-	28	2,551
Sundry Donations	2,243	-	5,949	8,192
Grants Received	8,266	-	4,721	12,987
	£59,981	£ -	£15,137	£75,118

	2021			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Gift Aid Donations	33,060	-	742	33,802
Gift Aid Recovered	8,277	-	-	8,277
Other Planned Giving	10,950	-	40	10,990
Open Plate Collections	1,869	-	64	1,933
Sundry Donations	3,246	-	16,017	19,263
Grants Received	11,905	-	3,207	15,112
	£69,307	£ -	£20,070	£89,377

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

3. Other Trading Activities

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Hire of Premises	-	15,040	-	15,040
Sales	185	-	-	185
	£185	£15,040	£ -	£15,225

	2021 Restated			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Hire of Premises	-	15,040	-	15,040
Sales	-	-	224	244
	£ -	£15,040	£224	£15,264

4. Investment Income

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Dividends	-	-	11,133	11,133
Bank Interest	100	178	48	326
	£100	£178	£11,181	£11,459

	2021 Restated			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Dividends	-	-	9,595	9,595
Bank Interest	-	3	1	4
	£ -	£3	£9,596	£9,599

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

5. Income from Charitable Activities

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Parochial Fees	112	-	-	112
Hire of Premises	51,190	-	-	51,190
	£51,302	£ -	£ -	£51,302

	2021 Restated			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Parochial Fees	444	-	-	444
Hire of Premises	25,854	-	-	25,854
	£26,298	£ -	£ -	£26,298

6. Cost of Raising Funds

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Cost of goods sold	535	-	-	535
Fundraising events	282	-	-	282
	£817	£ -	£ -	£817

	2021			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Cost of goods sold	-	-	-	-
Fundraising events	-	-	-	-
	£ -	£ -	£ -	£ -

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

7. Charitable Activities

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Charitable Giving (Note 7a)	1,000	7,160	578	8,738
Activities directly related to work of the Church (Note 7b)	42,106	-	9,103	51,209
Expenditure related to the Church (Note 7c)	19,003	10,844	7,800	37,647
Governance and Support costs (Note 7d)	44,978	-	-	44,978
	£107,087	£18,004	£17,481	£142,572

	2021			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Charitable Giving (Note 7a)	-	7,856	1,865	9,721
Activities directly related to work of the Church (Note 7b)	37,061	-	2,274	39,335
Expenditure related to the Church (Note 7c)	13,763	11,114	3,208	28,085
Governance and Support costs (Note 7d)	38,946	-	-	38,946
	£89,770	£18,970	£7,347	£116,087

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

7. Charitable Activities (Continued)

(a) Charitable Giving

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Mission Giving	1,000	7,160	-	8,160
Vicar's Discretionary Giving	-	-	578	578
	£1,000	£7,160	£578	£8,738

	2021			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Mission Giving	-	7,840	-	7,840
Vicar's Discretionary Giving	-	16	1,865	1,881
	£ -	£7,856	£1,865	£9,721

Included within the above is donations to institutions of £2,300 (2021: £2,400), being the Pimlico Foundation, and donations to individuals of £6,438 (2021: £7,321).

(b) Activities Directly Related To The Work Of The Church

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Diocesan Common Fund	34,000	-	-	34,000
Centre Costs	1,872	-	-	1,872
Activities	2,393	-	-	2,393
Open Door Meals	-	-	5,889	5,889
Service Costs	1,366	-	-	1,366
Community Garden	-	-	1,509	1,509
Community Outreach	-	-	1,705	1,705
Schoolroom Costs	2,475	-	-	2,475
	£42,106	£ -	£9,103	£51,209

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

7. Charitable Activities (Continued)

(b) Activities Directly Related To The Work Of The Church

	2021			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Diocesan Common Fund	30,000	-	-	30,000
Centre Costs	333	-	-	333
Activities	1,313	-	-	1,313
Open Door Meals	-	-	2,274	2,274
Service Costs	1,290	-	-	1,290
Schoolroom Costs	4,125	-	-	4,125
	£37,061	£ -	£2,274	£39,335

(c) Expenditure Related To Church

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Church Centre Running Costs	18,690	2,454	-	21,144
Building Maintenance	313	8,032	7,800	16,145
Depreciation	-	358	-	358
	£19,003	£10,844	£7,800	£37,647

	2021 Restated			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Church Centre Running Costs	13,117	1,948	-	15,065
Building Maintenance	646	8,808	3,208	12,662
Depreciation	-	358	-	358
	£13,763	£11,114	£3,208	£28,085

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

7. Charitable Activities (Continued)

(d) Governance and Support Costs

	2022			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Staff Costs	23,167	-	-	23,167
Temporary Staff	7,095	-	-	7,095
IT and Telephone	6,292	-	-	6,292
Accounting	3,288	-	-	3,288
Independent Examination	2,160	-	-	2,160
Sundries	2,976	-	-	2,976
	£44,978	£ -	£ -	£44,978

	2021			
	Unrestricted		Restricted	
	General	Designated	Fund	Total
	£	£	£	£
Staff costs	29,822	-	-	29,822
Temporary Staff	1,151	-	-	1,151
IT and Telephone	3,209	-	-	3,209
Accounting	2,700	-	-	2,700
Governance Costs	1,000	-	-	1,000
Sundries	1,064	-	-	1,064
	£38,946	£ -	£ -	£38,946

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

8. Tangible Fixed Assets

	Office Fittings and Equipment £	Centre Fittings and Equipment £	Church Fittings and Equipment £	Total £
Cost				
Brought forward	4,458	24,971	28,289	57,718
Additions	-	-	-	-
Carried forward	4,458	24,971	28,289	57,718
Depreciation				
Brought forward	4,458	24,256	28,289	57,003
Charge in the year	-	358	-	358
Carried forward	4,458	24,614	28,289	57,361
Net Book Value				
At 31 December 2022	£ -	£357	£ -	£357
At 31 December 2021	£ -	£715	£ -	£715

9. Investments

	2022 £
Fair value at 1 January 2022	342,825
Additions	11,133
Disposals	-
Unrealised gains/(losses)	(29,476)
Fair value at 31 December 2022	£324,482

£95,000 with CCLA split with £80,000 in the Investment Fund and £15,000 in the Property Fund
£92,260 with M & G Charifund

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

10. Debtors	2022 £	2021 Restated £
Trade Debtors	835	734
Accrued Income	3,547	11,266
	£4,382	£12,000

11. Cash At Bank And In Hand	2022 £	2021 £
Bank accounts	£243,806	£230,889

12. Creditors	2022 £	2021 Restated £
Amounts due within one year		
Other Creditors and Accruals	16,362	7,677
Taxation and Social Security	-	2,326
Deferred Income	15,040	15,040
	£31,402	£25,043

Deferred Income represents income received in advance from hires of premises. Deferred income brought forward of £15,040 was fully recognised as income in the year and the amount deferred in the year amounted to £15,040.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

13. Restricted Funds

	Restricted Funds									
	Pause Project	Vicar's	Other	Education	Renewal	Ministry Housing	Community Worker	Community Garden	Open Door Meals	Total
		£	£	£	£	£	£		£	£
Balance at 1 January 2021	-	172	1,320	12,170	(3,755)	325,121	33,868	-	6,868	375,764
Income From	-	436	3,208	-	15,858	9,595	374	-	419	29,890
Expenditure On	-	(1,865)	(3,208)	-	-	-	-	-	(2,274)	(7,347)
Unrealised Gains	-		-	-	-	43,438	-	-	-	43,438
Transfers	-	1,257	(1,320)	-	1,679	-	2,000	-	-	3,616
Balance at 31 December 2021	-	-	-	12,170	13,782	378,154	36,242	-	5,013	445,361
Income From	1,770	877	-	403	3,069	11,133	-	1,723	7,343	26,318
Expenditure On	(1,705)	(578)	-	-	(7,800)	-	-	(1,509)	(5,889)	(17,481)
Unrealised Gains/(Losses)	-	-	-	-	-	(29,476)	-	-	-	(29,476)
Transfers	-	-	-	-	-	-	-	-	-	-
Balance at 31 December 2022	£65	£299	-	£12,573	£9,051	£359,811	£36,242	£214	£6,467	£424,722

Restricted Funds

Restricted funds are for specific purposes and cannot be used for anything other than their specified purpose.

Donations to the restricted VDF are used to relieve financial hardship. The Renewal fund is for the renewal and restoration of the church premises. The Pause Project, Education, Community Worker, Community Garden and Open Door Meal funds are used to fund different outreach activities in the community.

The Ministry Housing fund is held for the purchase a property for a minister.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

14. Unrestricted Funds

	Designated					General	
	Monk	Partners in Mission	Vicar's	Vicarage Refurbishment	Sub Total		Total
	£	£	£	£	£	£	£
Balance at 1 January 2021 as originally stated	26,303	12,385	12,993	-	51,681	61,052	112,733
Prior Year Adjustment (Note 18)	-	-	-	-	-	5,000	5,000
Income From	15,043	-	-	-	15,043	95,605	110,648
Expenditure On	(11,114)	(7,840)	(16)	-	(18,970)	(89,770)	(108,740)
Unrealised Gains	-	-	-	-	-	-	-
Transfers	(1,679)	2,814	(1,257)	-	(122)	(3,494)	(3,616)
Balance at 31 December 2021	28,553	7,359	11,720	-	47,632	68,393	116,025
Income From	15,218	-	-	-	15,218	111,568	126,786
Expenditure On	(10,844)	(7,160)	-	-	(18,004)	(107,904)	(125,908)
Unrealised Gains	-	-	-	-	-	-	-
Transfers	(3,000)	5,500	-	8,000	10,500	(10,500)	-
Balance at 31 December 2022	£29,927	£5,699	£11,720	£8,000	£55,346	£61,557	£116,903

Unrestricted and Designated Funds:

Unrestricted and designated funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

The Monk fund is set aside for maintenance work to the church building and centre. The Partners in Mission fund comprises 10% of relevant general fund income and is set aside to be given away to other organisations to fund their mission work. The Vicar's Discretionary Fund (VDF) is set aside by the PCC to relieve financial hardship. The Vicarage Refurbishment fund is an amount set aside for cyclical maintenance works to the Vicarage.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

15. Assets Between Funds

	2022			
	Unrestricted		Restricted	
	Designated	General	Fund	Total
Fixed Assets	357	-	-	357
Investments	-	-	324,482	324,482
Current Assets	70,029	80,002	98,157	248,188
Creditors falling due within one year	(15,040)	(16,362)	-	(31,402)
	£55,346	£63,640	£422,639	£541,625

	2021 Restated			
	Unrestricted		Restricted	
	Designated	General	Fund	Total
Fixed Assets	715	-	-	715
Investments	-	-	342,825	342,825
Current Assets	61,957	78,396	102,536	242,889
Creditors falling due within one year	(15,040)	(10,003)	-	(25,043)
	£47,632	£68,393	£445,361	£561,386

16. Employee Information

There were no employees who received employee benefits exceeding £60,000 (2021: None).

The average weekly number of persons employed during the year was:

	2022 £	2021 £
Office Staff	2	2
Staff Costs		
Wages and Salaries	22,632	29,477
Social Security Costs	(64)	130
Pension Contributions	599	215
	£23,167	£29,822

17. Related Party Transactions

Planned Giving donations amounting to £10,040 were received from trustees during the year. In addition, £5,263 in one-off donations were received from trustees during the year. One trustee, Eunice Komakech, was paid £1,152 for opening and closing the Church Centre during the year for hires.

The Parochial Church Council of St James the Less

Notes To The Accounts

For The Year Ended 31st December 2022

18. Prior Year Adjustment

A Prior Year Adjustment has been recorded in respect of three corrections identified.

1) An accrual of £5,000 made in a previous year for maintenance works was derecognised as the work had not been carried out. Creditors at 31 December 2020 and 2021 were reduced by £5,000 with General Funds increasing by the same amount.
2) A grant of £3,207 was received in 2022 which should have been accrued for in the previous year. Income from Donations, Legacies and Collections for 2021 increased by £3,207 resulting in an increase to Net Income of £3,207. Debtors and Designated Funds at 31 December 2021 increased by £3,207.
3) Retained distributions on accumulated investments were omitted resulting in an understatement of investment income and overstatement of unrealised gains. Investment Income for 2021 increased by £6,293 with a corresponding reduction in unrealised gains of £6,293. There was no impact on Net Income or the Balance Sheet.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES THE LESS, WES

England & Wales - Charity number 1135075

Accounts

The Parochial Church Council

St James the Less
Westminster

Annual Report &
Financial Statements

For the year ended 31st December 2021

The Parochial Church Council
St James the Less Westminster
Annual Report for the year ended 31st December 2021

Contents

Charity Information	1
Annual report	2- 16
Independent Examiner's report	17
Statement of financial activities	18
Balance sheet	19
Notes to the financial statements	20 - 24

Charity information

Incumbent	The Revd. Elisabeth (Lis) Goddard
Church address	St. James the Less Westminster Thorndike Street London SW1V 2PS
Independent examiner	Heather Cheesman *since 2013* Chichester Accounting 104 Stockbridge Road Chichester West Sussex PO19 8QP
Bankers	The Co-operative Bank 62/64 Southampton Row London WC1B 4ND Lloyds TSB 98 Victoria Street London SW1E 5JL CAF (Charities Aid Foundation) 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4TA

Annual report of the Parochial Church Council
For the year ended 31st December 2021

The Parochial Church Council (PCC) of St James the Less, Westminster, the members of which act as trustees to the charity, presents its report and the financial statements of St James the Less for the year ended 31st December 2021, which have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting Regulations 2006 together with the applicable accounting standards and the Charities SORP 2019.

Responsibilities of the PCC

Charity law requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the results for that period. In preparing those financial statements, the PCC is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in operation.

The PCC is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity, and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In addition, they are responsible for ensuring that the accounts comply with statutory requirements, the requirements of the charity's governing instruments and including any other additional information required by law.

PCC Administrative information

St. James the Less is situated on Vauxhall Bridge Road, Pimlico. It is part of the Diocese of London, Two Cities Area, within the Church of England. The correspondence address is St James the Less Centre, Thorndike Street, Off Moreton Street, London, SW1V 2PS.

The Parochial Church Council (PCC) is a registered charity (No. 1135075)

PCC Administrative information

PCC members who have served from 23rd May 2021 (Annual Parochial Church Meeting) are:

Incumbent:	The Revd. Elisabeth Goddard		Chair
Church Wardens:	Dorothea Gopaul	from April 2016	
Representatives on the Deanery Synod:			
	Veronica Garbutt	from October 2020	
Elected members:	Anthony Metcalfe-Gibson	from April 2019	Lay Chair
	Ben Ealovega	from May 2021	
	Margaret Jellis	from October 2020 until November 2021	Secretary
	Estelle King	from October 2020	
	Helen Mealins	from October 2020	Treasurer
Co-opted Members:			
	Paul Hamley	from June 2021	Chair of Buildings Committee
	Irene Hearn	from September 2021	Safeguarding Officer
	Eunice Komakech	from January 2022	
Curate, Ex-Officio:	The Revd. Andrew Goddard	from September 2013	
Curate, SSM:	The Revd. Fung Lau	from July 2016	
Sidesman:	Jeremy Pinkney		
Staff of St James the Less, employed by the PCC:			
	Florentina Augusto	from August 2018 until December 2021	Administrator/Centre Manager
	Jeremy Pinkney		Verger

Structure, governance and management of the PCC

The method of appointing PCC members is set out in the Church Representation Rules. All baptised Church attendees are encouraged to register on the Electoral Roll and are eligible to stand for election to the PCC within certain restrictions laid down by the Charity Commissioners.

Committees

The PCC operates through the following committees, which meet from time to time between full meetings of the PCC.
2021 has seen continued disruption of the normal operation of the sub committees due to the COVID-19 lockdown and subsequent restrictions in place from mid-March 2020. Therefore, several of these subcommittees have not functioned normally since the beginning of the pandemic and temporary structures were necessary.
Under normal circumstances the following committees have been in place:

Standing Committee

This is a statutory committee and has the power to transact business of the PCC between its meetings, subject to any directions given by the Council. It meets six times a year. It consists of:

The Vicar
The Warden/s
The PCC Treasurer
The PCC Secretary
Another member of the PCC

At the request of the PCC the Lay Chair has agreed to serve as the extra PCC member of the Standing Committee, particularly in the absence of a second Church Warden. The Standing Committee continued to meet throughout the Pandemic on Zoom.

Ministry Leadership Team

This committee was set up by the PCC to have oversight of all things relating to Pastoral Care, Ministry and Mission within the church, including oversight of the implementation of the Mission Action Plan. The membership consists of:

The Revd. Lis Goddard (Chair)
The Revd. Fung Lau
Sr Theresa Pountney
The Revd. Andrew Goddard
Ben and Amabel Ealovega join the MLT occasionally in their capacity as co-ordinators of all our Prayer Ministry, to enable strategic work in this area to progress. The MLT has not met during the Coronavirus Pandemic and its work in relation to pastoral oversight has been picked up by the creation of the Pastoral Team. The work in relation to Ministry and Leadership has been picked up by a combination of the Leadership Team, the IT team and the PCC.

Partners in Mission

This committee has delegated authority on behalf of the PCC to apportion our 10% tithe among the mission partners we support and other mission activities which fulfil published criteria. However, the committee has not met since 2018, and needs to either be reconstituted or its functions reviewed. This is being done as part of the Governance Review.

Partners in Mission members were:

Jeremy Pinkney
Angela King
The Revd. Andrew Goddard (Chair) *from January 2013*

ODM Leadership Team

The Open Door Meal Leadership Team has responsibility for the safe and effective running of the ODM and for ensuring ongoing financial provision. They are also responsible, with the PCC, for developing the PCC's vision for the ODM. There is a need to expand the current team. There has been an ongoing pressure to adapt the ODM to the changing COVID regulations. The current team are:

The Revd. Andrew Goddard (Chair)
Jamie Lobban
The Revd. Fung Lau
The Revd. Lis Goddard

Finance Sub-committee

The Finance Sub-Committee has met once in 2021, to advise on the formulation of the budget. The following people are part of the committee:

The Revd. Lis Goddard (Chair)
Florentina Augusto – Administrator/Centre Manager *until December 2021*
The Revd. Andrew Goddard
Heather Cheesman – Independent Examiner
Helen Mealins – Treasurer *from October 2020*
Alice Chan – Bookkeeper

Bookings Review Committee

This Committee exists to apply our terms and conditions and to help the Centre Manager in making difficult decisions about lettings. Business is mainly conducted by email and on an ad hoc basis. It consists of:

The Revd. Lis Goddard (Vicar)
The Revd. Andrew Goddard
Dorothea Gopaul (Warden)
Dr Paul Hamley (Chair of the Buildings Committee)

Staffing Committee

This committee was set up by the PCC to help the Trustees to review staffing, job descriptions and the effective running of the office. The current members of this committee are:

The Revd. Andrew Goddard (Chair)
Dorothea Gopaul
Amabel Ealovega *until May 2021*
Margaret Jellis *until November 2021*
The Revd. Lis Goddard

Buildings Committee

The Buildings Committee is responsible for overseeing the maintenance, repairs and any possible building or conservation/restoration work on our significant buildings, always in consultation with the PCC. It consists of:

Dr Paul Hamley (chair)
The Revd. Lis Goddard
Dorothea Gopaul
Florentina Augusto (Administrator/Centre Manager) *until December 2021*

Pastoral Team

During COVID-19 when pastoral follow up, particularly of those who are isolated and unable to join online church became so important, we established a pastoral team. The Team meets fortnightly for an hour and reviews the ongoing pastoral care of the congregation. It consists of:

The Revd. Lis Goddard
The Revd. Andrew Goddard
The Revd Fung Lau
Ben Ealovega
Estelle King
Mary Willard

The IT Committee

When lockdown started in March 2020 it rapidly became clear that we needed to develop our IT capability if we were to move online. We therefore established an ad-hoc IT Committee. This committee has not met during 2021. This consisted of the following people:

The Revd. Lis Goddard
The Revd. Andrew Goddard
Jonny Cox
Chris Took
Ben Ealovega

The Website Group

During Lockdown one of the projects that became pressing was the re-design of the website. Jonny Cox committed professional resources towards this and a group was formed to take it forward. This piece of work stalled during 2021, due to a variety of factors, particularly successive lockdowns and the need to meet in person to get to the next level. However this needs to be taken forward urgently in 2022. The members of the group are:

Jonny Cox
The Revd. Lis Goddard
The Revd. Andrew Goddard
Ben Ealovega
Amabel Ealovega
Veronica Garbutt

Vision and Mission Statement Sub-committees:

As a result of the work being done on the website it was agreed vital work needed to be done to review the church's vision and mission statements. This initial work was carried out and taken to the APCM in 2021 by an ad-hoc subcommittee of the PCC comprising:

The Revd. Lis Goddard
Helen Mealins
Estelle King
Chris Took
Amabel Ealovega

Because it was agreed to radically shorten the vision and mission statements and to separate out the theological language, a second working group was established to work on this, the 'Who we are and what shapes us/what we believe' group:

The Revd. Andrew Goddard
Suna Gurkhan
Ben Ealovega

As the work on the website and on our priorities are taken forward more work will be needed to hone vision and mission into clear objectives.

Safeguarding Committee

This Committee met for the first time this year, following the appointment of Irene Hearn as Parish Safeguarding Officer, the aim is that going forward it should oversee the safeguarding work of the church. It comprised:

Irene Hearn – PSO
The Revd. Lis Goddard
Florentina Augusto – Evidence Checker
Suna Gurkan – Children's Champion

Objectives and Activities of the PCC
St James the Less PCC has the responsibility of co-operating with an incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church centre complex of St James the Less, Pimlico.

PCC Overview
Church attendance
There were 67 parishioners on the Church Electoral Roll for 2021. Given that a third of the year was online wholly or partially it is not possible to give an accurate analysis of attendance numbers for the year.

Risk Assessment
The PCC, through the staff, continues to give consideration to the major risks that the church is exposed to, to assess the likelihood of the risks occurring and the likely level of impact the risks pose, in conjunction with new diocesan guidelines. They have also considered the controls that are in place for these risks and have identified any necessary areas for action. This is an ongoing process that the PCC undertakes to ensure that the operations of the church are adequately protected against the risks it faces in achieving its strategic objectives. In 2021 there was a rolling process of updating the COVID risk assessments to ensure compliance. The PCC has a current Safeguarding Policy in place and requires all bookers of the Centre and Church to agree to it.

Safeguarding
Safeguarding in this and preceding years has taken prominence as a priority in this and the wider Church. It is one of the most important aspects of church life because it ensures that those who form part of the church are safe to participate within it.
Safeguarding is a collective – whole church – responsibility. Jesus' command to love means that we are commanded to demonstrate a commitment to ensuring the safety of children, young people and adults at risk as they worship and take part in activities in our church.
The Clergy and the PCC all work to ensure that we have the proper systems and policies in place in line with the diocesan guidelines. We continue to strive to ensure that we respond without delay to any safeguarding issues and have placed safeguarding as a standing priority issue for the PCC.
Thanks must go to Florentina Augusto who has acted as our Evidence Checker, Irene Hearn as Church Safeguarding Officer and to Suna Gurkhan who is Children's Champion. It was good to be able to have the first of our Safeguarding Team meetings. With the appointment of Flo's successor and a new CSO we anticipate this Safeguarding Team going forward strongly, providing valuable oversight to the growing safeguarding demands of Messy Church, Pause, J.A.M. and Open Door Meal.

PCC Review of the year for 2020
The PCC met eight times during the year with an average attendance of 98%.

1. Introduction to the year – overview

Another 'year like no other'
As we drew to the end of 2020 we said that it was a year like no other and yet 2021 proved a match for it. We constantly had to adapt and change the way we did things and yet at St James the Less, whilst it was a year of coping with successive lockdowns, of changing regulations, of sickness and uncertainty, it was also a year of creativity, of deepening community and of blessing.



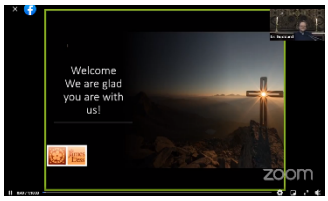
We have continued throughout 2021 to hold onto the verse from 2 Chronicles 20:12

"We do not know what to do, but our eyes are fixed on you"

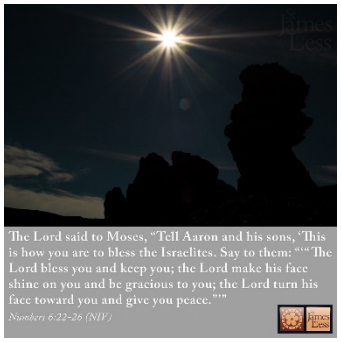
constantly reminding ourselves, that God's response to this is to say:

"Do not be afraid or discouraged because of this vast army.
For the battle is not yours, but God's" (*2 Chronicles 20:15*).

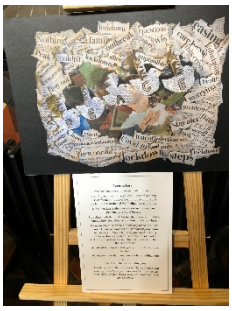
- ***Hybrid church*** – 2021 was the year when Hybrid church moved from being unusual to becoming the new normal, when we learnt to do things in as many different ways as we needed to make them work so that everyone could engage.

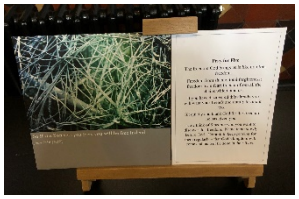


Prayer – Throughout this year the church has continued to come together and pray for each other, our community and the wider world both online and in person where that has been possible. The Prayer Chain has continued to be widely used throughout the year. Zoom Leadership Prayers has taken place every Sunday evening in place of the time that would be spent after the evening service praying for the events of the day, specific people and each other. As ever this time always ends with the Aaronic blessing which we pray over each other and again for the community.



Men's Prayers and Women's Prayers have continued regularly (once every month) through the year and have been a time of fellowship, deepening relationships and real blessing and support as we pray mainly for our church life and each other.





While we were not able to have our usual in-person Day of Prayer as part of Thy Kingdom Come we had 24 hours of prayer where members of the congregation took time slots and prayed for the church, the community, their 'pray for five' friends and spent time listening. This ended with a service on the evening of 16th May where people shared prophetic words and pictures. In addition during the time of Thy Kingdom Come prayer stations were set up in the church using enlarged photos from the 100 days of lockdown cards (from 2020) and the Lent cards to help people focus as they prayed. *Amabel Ealovega*

Worship – Our sung worship was a mixture of online and in person through this year. It was a great joy to be finally able to regularly get back into church and lead worship from the front. While sung worship over Zoom has been a very good alternative, getting back to singing together has been very special and much easier practically! The live sung worship is now in the morning service led very simply with solo voice and guitar and includes a mixture of hymns and modern songs. *Ben Ealovega*

AV/IT - It is great to be settled back in the church building for services after so much disruption due to Covid but we are aware of those who, for various reasons, cannot be with us. We have therefore continued to connect our morning service into Zoom and often also on Facebook. It is lovely to have involvement in readings, prayers and sharing words and pictures from those on Zoom as part of our worship, keeping us connected with one another as best as possible even when not physically together. We have also continued with Compline on Zoom for 2 or 3 nights a week, our Wednesday study and our Revive prayer meetings. Having made major progress with redesigning our website thanks especially to the expertise of Jonny Cox and his staff this then stalled due to Covid but we hope to have it up and running soon. *Andrew Goddard*



Governance online and developing new structures – Throughout 2021 we continued to hold all of our governance meetings online, thanking God for the gift of Zoom. The PCC also agreed to a review of our committee structures which is ongoing, in an attempt to ensure that we use our limited human resources as effectively as possible. *Lis Goddard*

- ***Services and Sermon Series***

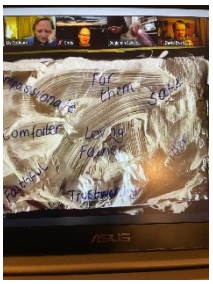
Sermon Series – We began 2021, continuing the preaching series 'Faith in a Pandemic' which we had begun in Advent and were carrying over into Epiphany, allowing the themes of that season to speak to us, to build our faith and to help us to grow. Over Easter we looked at all the different accounts of the resurrection appearances. Rather than looking at just one gospel, we ranged across them all, and the epistles to get as broad a vision as possible of what those 40 days were like between Easter and the Ascension. In June we started a series looking at the Holy Spirit through the Bible, beginning at Genesis and working our way through the Old Testament and then into the New Testament, aiming to get as clear a sense as possible of who the Holy Spirit is and what the Holy Spirit does. By the end of November we had come to the end of Acts so paused for Advent, when we engaged with the traditional Advent themes of death, grief, the afterlife, judgement, heaven and hell, and hope. It was a good year and a year of growth and, despite everything, hope. *Lis Goddard*



Ash Wednesday online - Our Ash Wednesday service took the form of a Revive Prayer meeting on Zoom with the theme centred around the words we had heard so much in lockdown - Hands, Face, Space and Replace - and we also added Grace. We used these words as starting points to pray together in five sections in various creative ways for the church, each other and our community.

Amabel Ealovega





Easter Sunday – After the long period from Christmas to April in lockdown, we opened our doors once more on Easter Sunday. We began the day with a Dawn Service via Zoom from the Vicarage Garden and then at 10am we were back in the church building for our first in-person (and Zoom/Facebook Live) service for 3 months. It was wonderful to be able to celebrate together again, even though we were keeping our distance and fully masked! The day ended with a service of Holy Communion. *Lis Goddard*

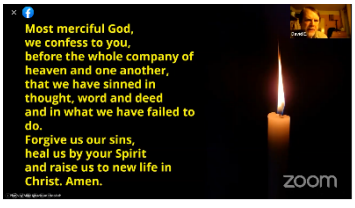


Carols by Candlelight and on the Move – In Christmas 2020 we weren't able to have a live Carol Service at all. In 2021 we managed Carols by Candlelight, ably supported by the South Westminster Community Choir with the church beautifully decorated and delicious mulled wine and mince pies served at the end. Added to that we introduced an innovation of Carols on the Move – a mobile Carol Service – everyone who got our Christmas Card also got a copy of a Carol Sheet and a timetable of where we would be when on that Sunday evening. Again we were supported by the South Westminster Community Choir and along the way by lots of our community. It was a really special evening, with singing and prayer at each stop. *Lis Goddard*





Compline was one of the new online initiatives right at the start of the first lockdown in 2020. When everyone was at home with nothing else to do, having a gentle evening service every day was popular and helped to develop and maintain a powerful sense of community at a challenging time.
As lockdown eased, daily services weren't sustainable either for audiences or the resources required to put them on. We settled into a pattern of Compline two or three times a week, usually on Monday, Wednesday and Friday. We have a number of regulars for each of these, while other people turn up as and when they can. Wednesday Compline follows on from the weekly study group and this combination of study and worship seems to work well. On Fridays we began to mix things up a little with a music video instead of the Evening Hymn and Psalm, as well as varying the way we pray together.



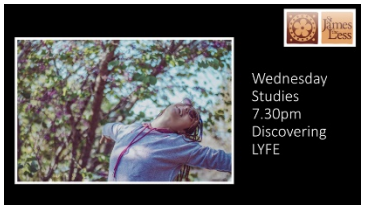
It seems Compline is now a fixed part of our worship at St James the Less, and we would encourage everyone to join us occasionally (at least!). What better way to end the day but in quiet reflection and praying together?

Christopher Took

Tuesday Holy Communion – when the lockdown lifted in Summer 2020 we initially opened the church for private prayer and then began a weekly said service of Holy Communion on a Tuesday. This has become a fixed part of our weekly pattern of prayer and worship feeling always like a privilege to meet together in a meditative service midweek around the Lord's Table. *Lis Goddard*

- **Study groups through 2021**

Our Wednesday Study Groups continued on Zoom throughout 2021. We looked at various themes including faith during the pandemic, passages from Luke's gospel, and following our Sunday sermon topics.
Often we have a video to introduce the passage we are looking at, which after one or two starter questions is



usually followed by a very wide ranging discussion! Everyone is encouraged to take part and ask questions, although it's fine for people to observe if that's more comfortable for them. It's been fascinating to see the different ways people react to the same passage, and this helps everyone to enrich their understanding of the Bible and how it's relevant for us today.
The study groups are suitable for everyone no matter where you are in your Christian life or how well you know your Bible. We usually have around ten people joining us, but online there's room for many more! At St James the Less we take the Bible seriously and know people have many questions about what it means and how it applies to them. These Wednesday groups are a great way to explore our faith together in an informal and friendly atmosphere, so come along and join in!

Christopher Took

Coffee and Prayer - Throughout the pandemic Coffee and Prayer was on Zoom, giving us a regular informal



hour together in uncertain times, a chance to chat and pray for each other. We now meet in the Centre each week, a time to get to know each other better, have coffee together and pray.

Estelle King

Alpha – continues to be a vital part of the life at St James the Less with two courses running through 2021, one hybrid – part in person and part online and then, at the end of the year we were able to be in fully in-person again. Both were important and led to some important conversations and journeys in faith. Thanks, as always, must go to the wonderful Veronica Garbutt for generously giving up her time to cater for Alpha each week and to Suna Gurkhan and Dorothea Gopaul for all their input throughout the courses.

Lis Goddard

- **Pastoral Care**

We aim to care for our members and friends and to welcome all who come into our community. We also care for and keep in touch with those who find it inconvenient to come to church. We do our best to meet every two weeks in order to communicate better, to review the needs of those in our community and pray for them.
We care for brothers and sisters by making phone calls, going on pastoral walks and giving practical support when possible, also by giving out prayer books, and providing links to internet resources.

Fung Lau

- ***Engaging with the Community***

During the Pandemic **Silver Screen** had to stop, so in 2021 we were only able to show four films and the numbers were low as it began to get back to normal and people gained in confidence again.

2021 has seen the development of the monthly **Memory Café** in partnership with LondonCare, who provide in the community provision for those in the early stages of dementia. It has been exciting to see how this has grown and meets a real need in our community. The hope is that we will be able to develop it to operate to function weekly.



Theresa Pountney writes: I have always been a sociable person and I think that is why I so appreciate **the Memory Cafe**. The leaders are friendly and helpful and we have nice refreshments. There's a variety of activities and often a speaker. Recently we had a very interesting talk about the Wallace collection. The best part of all is chatting with regular members and meeting new people from all cultures. A highlight for me was seeing a dear lady I hadn't seen for forty years.

The Open Door Meal - Although we had to close the ODM at various points due to COVID we were among the first meals to reopen and we have kept our positive atmosphere and seen a steady rise in numbers from a small base to around 50 at most meals as people have realised we were open again and felt able to come out. We developed a good COVID-secure format for the meal but have all missed not using the church to serve drinks and fruit as volunteer numbers have also reduced post-COVID and we have kept two rooms in the Centre open to serve the meal. It was wonderful to serve the whole meal in the church for our Christmas meal and to then have our traditional carol service together and we hope to be back to our normal pre-COVID format sometime later in 2022.



Andrew Goddard

Community Payback - We continue to receive support from the one day a week partnership and service of the Community Payback Team. Thomas Francis as the Team Leader is so professional and capable in what he does. We very much appreciate his help, support and guidance that he gives to the young team members. They perform amazing tasks sometimes very heavy and dirty work. They help us keep our buildings i.e., the church and the church centre, clean and tidy. Not forgetting surrounding key areas and grounds. Their willingness to assist us is very evident in the quality of the work they perform. We are very grateful for this help.



Dorothea Gopaul

Westminster Council Estate Cleaner and Gardeners - We benefit from the help the Estate workers and Gardeners give us from time to time over the years and sometimes in difficult circumstances.
Some examples as follows: the cleaners help us deliver Christmas cards to residents on the estate. The gardeners spray our weeds when necessary and loan us gardening tools etc. These examples show what a good relationship SJtL has with people/workers in the community. We really appreciate the willingness of people who are happy to assist and engage with us.



Dorothea Gopaul

South West Fest – Like so much in 2021 S W Fest was affected by COVID, there was no Gala Day and events had to be re-thought. At St James the Less, with the help of the indefatigable Roy Stallard, we decided to put on an Open Saturday, with an exhibition about the church and Pimlico inside the church, 3 lectures which people could book for as well as guided tours. We also served drinks and cakes in the courtyard and there was a display about the potential works on the Community Centre... a busy but good day all round.

Lis Goddard

Open House - We first planned to open the church as part of the Open House weekend in 2020. However, COVID regulations decided otherwise. So, our first opening was in 2021. It joined the many buildings in this yearly event showcasing London's architectural treasures, many not usually open to the public. Others, such as ours, not as well-known as they should be. The latter something our participation was designed, in part, to put right. As well as the church itself we offered visitors an exhibition. Put on display boards it gave visitors an introduction to the church. Telling the building's history and drawing attention to its points of interest. The exhibition then expanded across the whole parish. Telling something of the history of the area, both its highs and lows. Special attention was given to both the former school and to the Lillington and Longmoore Estates. In 2022 for the first time ever the Open House weekend had been extended. It now covered two consecutive weekends and the weekdays between. We opened the first Saturday and then the following Wednesday. We did very well for visitor numbers. Very well I understand compared with some other buildings. A success we can build on in future years.



Roy Stallard

- ***Work with Children, Families and Schools:***



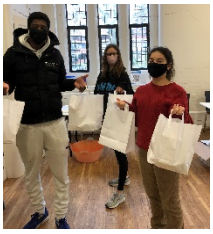
Outbreak – 2021 had a lot of changes and adapting coming back in from the Pandemic. We maintained our relationships in 3 schools mentoring kids and young people as well as finally relaunching Hot Chocolate Thursdays which has brought 200 people to Churchill Gardens every week in term time. Outbreak also won an award at 'London Youth Faith and Community awards 2021' and was Judges choice in the 'Inspiring Youth' category. It was a great achievement especially for Mark as he finished with us back in October.

Sarah Agnew

Lunches – During February half term and summer we provided hot lunches for families. It was a fun project to do and we are grateful for all the cooks and team that took part. The food was given away in takeaway form adapting to Covid restrictions and met a real need in the community at that time.







Sarah Agnew

Holiday Clubs - Partnering with St James the Less and Emmanuel Church, Outbreak provided 2 holiday clubs in the summer and one at Easter last year. We had 32 kids come to each, went on various trips and also learnt about the miracles of Jesus. Holiday clubs are definitely one of our highlights throughout the year.



Sarah Agnew

Messy Church/Special Messy Church – As Covid restrictions lifted Messy Church came back with full force with a summer BBQ. We also held the annual Light Party and Christmas Messy Church. It was great to be back in person and we have engaged with so many new families. *Sarah Agnew*





Pause - *Playgroup for Under 7's On Mondays 3.30-5pm, Term Time* In last June (2021) Pause re-started steadily with a few families. After the Summer holidays it has flourished with lots of new families joining in from local mums' network, Hot chocolate Thursdays and other contacts. Meantime the team has changed. Sadly, we said goodbye to Theresa after so many years of her support. But Deni and Sarah have joined the team. In the last few weeks, we had some funding to buy new toys and had some toys donated which brought a new excitement to the group.



Recently quite a few of Pause families have been joining Messy Church and a few of them to J.A.M., which is very encouraging. *Suna Gurkhan*

Trail – Connecting with 2 local primary schools we invited Westminster Cathedral primary and Churchill Gardens primary for our Christmas Trail. We focused on different rooms of the characters from the Christmas story which then led to meeting baby Jesus - was impressed with year 6 boys' handling of a baby doll. A highlight for all the children was inevitably getting a chocolate coin from the wise men! But it was exciting to be able to share the Christmas story with so many children.



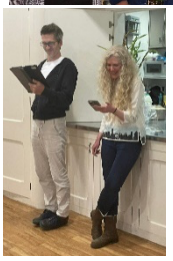


Sarah Agnew

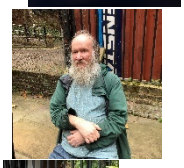
- ***Celebrating our life together***

11 years of the Goddards - We were very happy to have celebrated 11 years of service, dedication and support that our Vicar Rev Lis Goddard (Lis) and her husband Rev Andrew Goddard (Andrew) gave to St James the Less (SJtL). We showed our gratitude and thanks with a huge luncheon party (see pictures). A few of our parishioners highlighted the amount of work Lis has put in to make SJtL a success here in Pimlico. They also expressed our love and appreciation for Lis taking the vision and mission of our church to a whole new level.











SJtL has grown in many ways since the arrival of Lis. The community has hugely benefited from the support SJtL has been able to give, under the leadership of Lis. We now have a high profile in and around the community. There are so many events and projects that have been started and are growing to serve the people in the community. We pray that there will be more progress as we move forward after the pandemic.

Dorothea Gopaul

















Christmas lunch – Our usual custom has been to share Christmas lunch in the Centre as a Church Family, but in 2021, as 2020, it was not possible, so we once more set to on cooking and delivering full Christmas meals (with all the trimmings) out to all those who wanted them. We had a brilliant team helping, not only with the cooking – thanks to Maria Garbutt 😊 – but also to all those who helped with the packing up and delivery. All meals were delivered and the kitchen clean and tidy by 2pm – it was quite a feat!

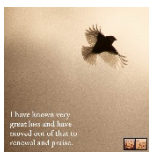




Lis Goddard

- ***Creative Church***

Lent Cards - During Lent we thought about various spiritual disciplines and associated words. We created slides (photos/artworks/pieces of craft) which, to help us focus, were posted each day during Lent on social media. A number of congregation members contributed with thoughts, favourite prayers, hymns and testimonies and these were posted alongside, or incorporated into, the slides. Thank you so much to all those who contributed.





Amabel Ealovega

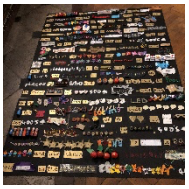
Christmas Card – The verse chosen for this year's Christmas card was Luke 2:10. The background was created from hundreds of small strips of newspaper each with an individual word. This represented areas in our lives where we might be afraid or simply the context we live in. A London skyline was created that sat in front of the newspaper background and using small holes to make the letters, and some lights, the words "do not be afraid" shone out as if lit by the star. The model was assembled and then lit and photographed (with the set up even including a smoke machine!) in the SJtL Centre to create the photographic elements for the final image for the printed card. We reassembled the model in church to be visible during our Christmas services.



Amabel Ealovega

Prophetic Pioneer – Despite all the many challenges of lockdown (not least having to do the course online, which for a creative is not easy) Amabel, in her usual indomitable fashion, completed the Diocesan Pioneer Course. Through this she learnt about mission and how we reach those who are unreached and had the chance to think about how all her remarkable creative and prophetic gifts might be used by God in new ways.





Lis Goddard

Caring for our Buildings - Over the past year, the main projects have been installation of the new sign for the Centre, notice board and post box together with repainting the centre gates, front and rear doors and ironwork surrounding the boiler room steps, with Sean and Paul painting.





Most work done has involved the centre. Small cracks have opened in the west wall, which have been inspected by a surveyor. We await installation of monitoring equipment and trial pits to inspect the foundations. The centre boiler has required a replacement part, costed at £850 and not the £8k for a new boiler which we were originally quoted. Various items in the kitchen have received maintenance including a new tap. Our administrators and Dorothea have often found it difficult to find contractors who will attend, but this issue seems to be improving. We hope that a new local carpenter will be able to help with minor repairs and eventually, pew repairs. We have found a friendly local plumber, George. We still await completion of minor roof repairs.

The most significant item has been the launch of Friends of SJTL. The Friends have been formed to support and raise funds for building restoration and include a local historian and professional heritage restoration experts. An early project will be to clean the church floor tiles.

Paul Hamley

- ***Saying goodbye*** – some words from some special people….



Although living in Devon I feel part of the St James the Less family and am still on the Electoral Roll! When asked which church I go to, I sometimes have difficulty remembering to say 'Holy Cross Crediton' rather than St James the Less, and I often take the opportunity to tell people about SJTL, and the unconditional welcome given to everyone.

Thinking back over the last year, significant events included celebrating Lis and Andrew's 11 years with us – adhering to Covid restrictions and coming in and out of the rain! A constant cause for thanksgiving was being able to go to the 1 pm Tuesday lunchtime Communion service, which grew organically over the months.

It's a joy to be able to 'join' with you all via Zoom from time to time and to still be part of the praying community of St James the Less, albeit at a distance.

Margaret Jellis

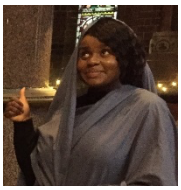
My time with Outbreak was amazing and so fulfilling regarding ministry. When I turned up it was just Lis and I, talking through what we could do for our community. When I left there were several projects running, After School club, Holiday Club, Mentoring in Schools, Messy Church, Monday toddlers club (Pause) and last but not least our Famous Hot Chocolate Outreach. God leant into our projects and we saw success.



The success could not have happened without the St James the Less super stars, who consistently showed up to many different projects, and like Aaron and Hur lifted up my arms so we could win every spiritual battle we faced. Thanks to the likes of Evangelist Theresa, Dorothea and Suna and many more from SJTL that had extremely great input to make our projects happen. Thank you all for your help, I was totally moved and inspired to see how help from a local church could change a community. Being part of St James the Less was beautiful, it was a house that accepted everyone. I enjoyed being there and my girls Charis and Malachia still talk about it, we hope to visit in the summer.
I am and always will be, a son of the house, St James the Less will always be home to me.
Love you all.

Mark Liburd

Flo Augusto – In December we said goodbye to Flo, who was a much loved member of our team, and to Elijah, both of whom had become an integral part of our church family during her time as our Administrator. Our love and our prayers go with them as they re-establish themselves and forge a new life elsewhere.



2021 Financial Review

Covid-19 restrictions continued to impact our finances in 2021. However, having carefully navigated our way through the shock and ongoing challenges posed by the first and second lockdowns in 2020, when a third (three month) national lockdown was introduced in January 2021 we were arguably more practiced in managing the financial uncertainty posed by the pandemic.

Budget

The budget set by the PCC for 2021 in November 2020 anticipated that both unrestricted income and unrestricted expenditure would be lower than in 2020 and that overall we would achieve a slightly smaller net income deficit before transfers than we had managed in 2020. In the event, with the unwavering and valued support from our regular donors, and close scrutiny of our financial position by the PCC through a Treasurer's report presented at each meeting during the period, we managed to contain our expenditure and turn the planned deficit on the General Fund into a small surplus. This was all the more remarkable given the reduced income from the hire of premises in 2021 which fell to £25,560 (compared to £41,376 in 2020 and £109,584 in 2019). The Statement of Financial Activities shows the income and expenditure for the period, with further detail given in the notes to the financial statements.

Financial management and decisions taken

Our cash position on the unrestricted General Fund at the start of the year was quite tight. Through close management of our cash outgoings and by successfully reclaiming income tax on past gift aided donations, this had improved considerably by the end of the year.

We introduced a "donate" button on our website, to make it easier for people to gift money electronically to the church and arranged for cash donations for the church and to the Renewal Fund to be placed in boxes by the Church entrance while open plate collections in church were suspended.

To help manage the shortfall in our income we applied for and received grant funding of £4,404 from the government's Coronavirus Job Retention Scheme to cover the wages of staff placed on temporary leave ('furlough') due to COVID-19.

We sought to fundraise to help realise our plans to hire a Community Outreach Worker to support children and families and bolster our services for vulnerable adults. While these were unsuccessful, the PCC demonstrated its commitment to this cause by transferring £2,000 from the surplus on the General Fund to the Community Worker Fund at the end of the year.

We continued to honour our commitment to the Diocesan Common Fund and during the year contributed £30,000 towards the costs of the church's mission and ministry across the Diocese of London and the placement of a vicar in nearly every Parish. Increasing our contribution to the Common Fund remains a priority for the PCC, and although we are planning for a net income deficit in 2022, we have committed to increase our contribution to the Common Fund by 10% (to £33,000 in 2022).

We prioritised spending from the VDF Restricted Fund, reducing the balance on this by the end of the year to zero, and on the VDF Designated Fund to £11,720. We also paid over the balance of £1,320 on the Other Restricted Fund owed to Pimlico Foundation, returning that fund to a zero balance also.

The PCC is focussed on how we manage our mission giving through the Partners in Mission Fund, recognising that our tithing arrangements are not keeping pace with our commitments to other organisations, and that we will need to find a way of balancing these in 2022.

The underlying investments in our Ministry Housing Fund performed well, increasing the value of this fund by £53,033 in 2021. We continue to owe £300,000 to the Ministry Housing Fund that we borrowed in 2014 in order to complete works on refurbishment of the Centre. This will be repaid as funds allow and will be used to purchase a property for a minister. *Reserves Policy*

It is the policy of the PCC (agreed with church members at the APCM) to maintain unrestricted funds, which are the free reserves of the Church, at a level which will provide sufficient funds to cover the normal ministry, management and administration costs of the Church for a minimum of one month (but, ideally three months) and any emergency expenditure as it should arise. Additional reserves are set aside where, in the view of the Council, it is prudent to allow for future expenditure plans. The level of free (unrestricted and designated fund) reserves at 31 December 2021 stood at £107,818 (2020: £112,733).

Looking Forward

In budgeting for 2022 the PCC continued to be aware the financial challenges facing us were not yet over, however the bookings in the Centre are picking up and there is a clear desire to plan for growth. The PCC has been doing serious work around its priorities and how best to use its, limited, resources for growth, especially with changes around staffing. They have also, as previously mentioned, been looking at the simplification of the committee structure, in order to streamline functioning as much as possible. Alongside this there is a real concern to ensure that all our processes are as good as they can be, so we are reviewing all the external contracts to ensure that they not only provide value for money but a high quality of service.

Approved by the PCC on 21st April 2022



And signed on its behalf by

Elisabeth Goddard
Vicar

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

ON THE UNAUDITED ACCOUNTS OF

PCC OF SAINT JAMES THE LESS

For the purposes of those charity funds on pages 17 to 23 for the year ended 31 December 2021 which require an independent examiner's report, we confirm the following:-

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

• examine the financial statements (under section 145 of the 2011 Act);

• to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act);

• state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes considerations of any unusual items or disclosures in the financial statements, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statements below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention

1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements:

• to keep accounting records in accordance with s130 of the 2011 Act; and

• to prepare financial statements which agree with the accounting records and to comply with the accounting requirements of the 2011 Act; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



H Cheesman FCA
Chichester Accounting
104 Stockbridge Road
Chichester
West Sussex
PO19 8QP

20th April 2022

	notes	Unrestricted funds	Designated funds	Restricted funds	2021 Total £	2020 Total £
Incoming resources from generated funds						
Voluntary income	***9***	69,307	-	17,086	**86,393**	69,118
Activities for generating funds	***10***	294	-	-	**294**	5,026
Investment income	***11***	-	3	3,303	**3,306**	52
Income for charitable activities	***12***	26,004	15,040	-	**41,044**	56,923
Total income		**95,605**	**15,043**	**20,389**	**131,037**	**131,119**
Costs of generating funds						
Cost of generating voluntary income	***13***	-	-	-	**-**	46
Charitable activities	***14***	89,770	22,177	4,139	**116,086**	138,186
Total expenditure		**89,770**	**22,177**	**4,139**	**116,086**	**138,232**
Income / (expenditure) before transfers		**5,835**	**(7,134)**	**16,250**	**14,951**	**(7,113)**
Transfers between funds	***15***	**(3,494)**	**(122)**	**3,616**	**-**	**-**
Net incoming/(outgoing) resources before other gains/(losses)		**2,341**	**(7,256)**	**19,866**	**14,951**	**(7,113)**
Gains / (losses) on investment assets		-	-	49,731	**49,731**	(3,786)
TOTAL INCOME / (EXPENDITURE) FOR THE YEAR		**2,341**	**(7,256)**	**69,597**	**64,682**	**(10,899)**
Balances brought forward		61,052	51,681	375,764	**488,497**	499,396
Balances carried forward		**63,393**	**44,425**	**445,361**	**553,179**	**488,497**

	notes	Unrestricted £	Designated £	Restricted	**2021 Total £**	2020 Total £
Fixed Assets	***5***	-	715	-	**715**	1,073
Investments	***8***		-	342,825	**342,825**	289,792
		-	715	342,825	**343,540**	290,865
Current Assets						
Debtors	***6***	8,793	-	-	**8,793**	37,423
Cash at Bank - Current Account		69,603	58,750	102,536	**230,889**	189,469
Total current assets		78,396	58,750	102,536	**239,682**	226,892
Liabilities						
Creditors due within one year	***7***	(15,003)	(15,040)	-	**(30,043)**	(29,260)
Net current assets		**63,393**	**43,710**	**102,536**	**209,639**	**197,632**
Creditors						
Amounts falling due after more than one year		-	-	-	**-**	-
Total Net Assets		**63,393**	**44,425**	**445,361**	**553,179**	**488,497**
Parish Funds	***15***					
Unrestricted		63,393	-	-	**63,393**	61,052
Designated		-	44,425	-	**44,425**	51,681
Restricted		-	-	445,361	**445,361**	375,764
		63,393	**44,425**	**445,361**	**553,179**	**488,497**

Approved by the Parochial Church Council on 21st April 2022 and signed on its behalf by:



L Goddard

The attached notes (1 - 15) form part of this statement.

1 Accounting polices

Accounting convention
The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and in accordance with the Charities SORP 2019. The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standards FRS102 and the Charities Act 2011.

Incoming resources
All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended
Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Fixed Assets
Fixed assets are held at historic cost less depreciation. Included within tangible fixed assets is Leasehold property and no depreciation is charged on the property as it is the trustees' policy to maintain the buildings in a continual state of sound repair so any depreciation would not be material. The Council considers that the lives of these assets are so long and the residual values so high that their depreciation is insignificant. Depreciation is calculated on a straight line basis and written off over the life of the asset according to the class of asset as follows:

Office, centre and church equipment	20% on cost
Leased assets	Over the remaining period of the lease
Leasehold property	1% per annum straight line

Taxation
The charity is exempt from tax on its charitable activities.

Investments

Investments are included at closing mid-market value at the balance sheet date. Any gain or loss on revaluation is taken to the SOFA.

Finance leases
Assets held under finance leases and the related lease obligations are included at the fair value at the inception of the lease. Depreciation on leased assets is calculated to write off this amount on a straight-line over the shorter of the lease term and the useful life of the asset.

2 Trustees' expenses and remuneration

There was no trustees' remuneration for the year ended 31st December 2021 nor for the year ended 31st December 2020.

Trustees Expenses

In the year to 31st December 2021, no Trustees were paid for expenses (2020: £nil).

3 Related parties

The charity is controlled by the trustees.

4 Common Fund

The PCC makes payments to the Common Fund of the London Diocesan Fund to help meet the cost of providing a full time stipendiary priest including their housing and pensions. The agreed Common Fund contribution from Saint James the Less during 2021 was £30,000 (2020: £42,500).

5 Fixed Assets

	Office fittings and equipment	Centre fittings and equipment	Church fittings and equipment	**Total**
Cost				
Brought forward	4,458	24,971	28,289	**57,718**
Additions				**-**
Carried forward	4,458	24,971	28,289	**57,718**
Depreciation				
Brought forward	4,458	23,898	28,289	**56,645**
Charge in the year	-	358	-	**358**
Carried forward	4,458	24,256	28,289	**57,003**
Net Book Value				
At 31 December 2021	**-**	**715**	**-**	**715**
At 31 December 2020	-	1,073	-	1,073

6 Debtors

	2021	2020
	£	£
Income tax recoverable	**8,059**	37,423
Other Debtors	**734**	-
Total	**8,793**	37,423

7 Creditors due within one year

	2021	2020
	£	£
Accrual	**15,003**	14,220
Income in advance	**15,040**	15,040
Total	**30,043**	29,260

8 Investments

Movements in the year	£
Market value at 1st January 2021	289,792
Additions	3,302
Disposal	-
Revaluation	49,731
Market value at 31 December 2021	342,825

Holdings at 31 December 2021

£95,000 with CCLA split with £80,000 in the Investment Fund and £15,000 in the Property Fund
£92,260 with M & G Charifund

9 Voluntary Income

	Unrestricted	Designated	Restricted	Total 2021 £	Total 2020 £
Gift aid donations	33,061	-	742	**33,803**	27,157
Gift aid recovered	8,277	-	-	**8,277**	7,712
Other planned giving	10,950	-	40	**10,990**	17,605
Open plate collections	1,869	-	64	**1,933**	1,400
Sundry donations	3,246	-	16,016	**19,262**	3,119
Grants received	11,904	-	224	**12,128**	12,125
Total	69,307	-	17,086	**86,393**	69,118

10 Activities for Generating Funds

	Unrestricted	Designated	Restricted	Total 2021 £	Total 2020 £
Sales	294	-	-	**294**	5,026

11 Investment Income

	Unrestricted	Designated	Restricted	Total 2021 £	Total 2020 £
Interest and dividends	-	3	3,303	**3,306**	52
Total	-	3	3,303	**3,306**	52

12 Income for Charitable Activities

	Unrestricted	Designated	Restricted	Total 2021 £	Total 2020 £
Parochial fees	444	-	-	**444**	507
Hire of Premises	25,560	15,040	-	**40,600**	56,416
Total	26,004	15,040	-	**41,044**	56,923

13 Costs of Generating Voluntary Income

	Unrestricted	Designated	Restricted	Total 2021 £	Total 2020 £
Costs of sales		-		**-**	46
Total	-	-	-	**-**	46

14 Charitable Activities

	Unrestricted	Designated	Restricted	Total 2021 £	Total 2020 £
Mission giving	-	7,840	-	**7,840**	10,423
Vicar's discretionary giving	-	16	1,865	**1,881**	2,820
Centre costs	333	-	-	**333**	920
Common fund	30,000	-	-	**30,000**	42,500
Administrative costs	37,824	-	-	**37,824**	37,872
Activities	1,313	-	-	**1,313**	1,846
Bank charges	122	-	-	**122**	65
Church/ Centre running costs	13,117	1,948	-	**15,065**	25,333
Church maintenance	-	-	-	**-**	431
Open Door Meal	-	-	2,274	**2,274**	2,747
Service costs	1,290	-	-	**1,290**	3,052
Schoolroom costs	4,125	-	-	**4,125**	4,771
Building maintenance	646	12,015	-	**12,661**	-
Vicarage costs	-	-	-	**-**	570
Depreciation	-	358	-	**358**	3,836
Governance costs	1,000	-	-	**1,000**	1,000
	89,770	22,177	4,139	**116,086**	138,186

15 Funds

	Fund balances brought forward	Incoming resources	Outgoing resources	Net incoming/ outgoing resources	Transfers	Gains and losses	Fund balances carried forward
Unrestricted							
General fund	**61,052**	95,605	(89,770)	**5,835**	**(3,494)**	**-**	**63,393**
Designated funds							
Monk	**26,303**	15,043	(14,321)	**722**	**(1,679)**	**-**	**25,346**
Partners in Mission	**12,385**	-	(7,840)	**(7,840)**	**2,814**	**-**	**7,359**
Vicar's	**12,993**	-	(16)	**(16)**	**(1,257)**	**-**	**11,720**
Restricted							
Vicar's	**172**	436	(1,865)	**(1,429)**	**1,257**	**-**	**-**
Other	**1,320**	-	-	**-**	**(1,320)**	**-**	**-**
Education	**12,170**	-	-	**-**	**-**	**-**	**12,170**
Renewal	**(3,755)**	15,858	-	**15,858**	**1,679**	**-**	**13,782**
Ministry housing	**325,121**	3,302	-	**3,302**	**-**	**49,731**	**378,154**
Community worker	**33,868**	374	-	**374**	**2,000**	**-**	**36,242**
Open Door Meal	**6,868**	419	(2,274)	**(1,855)**	**-**	**-**	**5,013**
	488,497	131,037	(116,086)	**14,951**	**-**	**49,731**	**553,179**

Unrestricted and Designated Funds:

Unrestricted and designated funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

The Monk fund is set aside for maintenance work to the church building and centre. The Partner's in Mission fund comprises 10% of relevant general fund income and is set aside to be given away to other organisations to fund their mission work. The Vicar's Discretionary Fund (VDF) is set aside by the PCC to relieve financial hardship.

Restricted funds

Restricted funds are for specific purposes and cannot be used for anything other than their specified purpose.

Donations to the restricted VDF are used to relieve financial hardship. The Renewal fund is for the renewal and restoration of the church premises. The Education, Community Worker and Open Door Meal funds are used to fund different outreach activities.

The Ministry Housing fund is set aside for the purchase a property for a minister. When a previously owned property was sold in 2014, part of the proceeds were lent to the Renewal Fund to pay for centre renovation work. There is currently about £300,000 outstanding on this loan which will be repaid when funds allow.

In 2021, the Other restricted fund was closed after the balance on the fund was transferred to the Pimlico Foundation in line with the purpose originally specified by donors to that fund.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JAMES THE LESS, WES

England & Wales - Charity number 1135075

Accounts

The Parochial Church Council

St James the Less
Westminster

Annual Report &
Financial Statements

For the year ended 31st December 2020

The Parochial Church Council
St James the Less Westminster
Annual Report for the year ended 31st December 2020

Contents

Annual report	1 - 16
Independent Examiner's report	17
Statement of financial activities	18
Balance sheet	19
Notes to the financial statements	20 – 24

Charity information

Incumbent	The Revd. Elisabeth (Lis) Goddard
Church address	St. James the Less Westminster Thorndike Street London SW1V 2PS
Independent examiner	Heather Cheesman Chichester Accounting 104 Stockbridge Road Chichester West Sussex PO19 8QP
Bankers	The Co-operative Bank 62/64 Southampton Row London WC1B 4ND Lloyds TSB 98 Victoria Street London SW1E 5JL CAF (Charities Aid Foundation) 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4TA

Annual report of the Parochial Church Council
For the year ended 31st December 2020

The Parochial Church Council (PCC) of St James the Less, Westminster, the members of which act as trustees to the charity, presents its report and the financial statements of St James the Less for the year ended 31st December 2020, which have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting Regulations 2006 together with the applicable accounting standards and the Charities SORP 2005.

Responsibilities of the PCC

Charity law requires the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the results for that period. In preparing those financial statements, the PCC is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the church will continue in operation.

The PCC is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity, and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In addition, they are responsible for ensuring that the accounts comply with statutory requirements, the requirements of the charity's governing instruments and including any other additional information required by law.

PCC Administrative information

St. James the Less is situated on Vauxhall Bridge Road, Pimlico. It is part of the Diocese of London, Two Cities Area, within the Church of England. The correspondence address is St James the Less Centre, Thorndike Street, Off Moreton Street, London, SW1V 2PS.

The Parochial Church Council (PCC) is a registered charity (No. 1135075).

The Parochial Church Council
St James the Less Church Westminster
Annual Report of the Trustees

PCC Administrative information

PCC members who have served from 14th April 2019 to 11th October 2020 (Annual Parochial Church Meeting) are:

Incumbent:	The Revd. Elisabeth Goddard		Chair
Church Wardens:	Dorothea Gopaul	from April 2016	Treasurer
Representatives on the Deanery Synod:			
	Veronica Garbutt	from October 2020	
Elected members:	Anthony Metcalfe-Gibson	from April 2019	Lay Chair
	Paul Hamley	from April 2018	
	Amabel Ealovega	from April 2018	
	Heather Broberg	from April 2018 - January 2021	Secretary
	Margaret Jellis	from October 2020	Secretary from Jan 2021
	Estelle King	from October 2020	
	Helen Mealins	from October 2020	Treasurer

Curate, Ex-Officio: The Revd. Andrew Goddard from September 2013

Curate, SSM:	The Revd. Fung Lau	from July 2016	
In Attendance:	Heather Cheesman	from July 2016	Independent Examiner
Sidesman:	Jeremy Pinkney		
Staff of St James the Less, employed by the PCC:			
	Florentina Augusto	from August 2018	Administrator/Centre Manager
	Jeremy Pinkney		Verger
Self-employed workers at St James the Less			
	Alice Chan	from January 2019	Book Keeper

Structure, governance and management of the PCC

The method of appointing PCC members is set out in the Church Representation Rules. All baptised Church attendees are encouraged to register on the Electoral Roll and are eligible to stand for election to the PCC within certain restrictions laid down by the Charity Commissioners.

Committees

The PCC operates through the following committees, which meet from time to time between full meetings of the PCC.
2020 has seen a disruption of the normal operation of the sub-committees due to the COVID-19 lockdown and subsequent restrictions in place from mid-March. Therefore, although these sub-committees operated as usual for the beginning of the year new, temporary structures were necessary to manage during the pandemic.
Under normal circumstances the following committees are in place:

Standing Committee
This committee is required by law, and has the power to transact business of the PCC between its meetings, subject

to any directions given by the PCC. It meets six times a year. It consists of:

The Vicar
The Wardens
The Treasurer
The PCC Secretary
Another member of the PCC

With the lack of a regular PCC Treasurer (prior to the October APCM) it was agreed that the Church Warden (Dorothea Gopaul) would act as Treasurer and to keep another member of the PCC as a standing member of the Standing Committee. The Lay Chair has taken on this responsibility. The Standing Committee continued to meet throughout the Pandemic.

Ministry Leadership Team

This committee was set up by the PCC to have oversight of all things relating to Pastoral Care, Ministry and Mission within the church. The membership consists of:

The Revd. Lis Goddard (Chair)
The Revd. Fung Lau
Sr Theresa Pountney
The Revd. Andrew Goddard

Ben and Amabel Ealovega join the MLT occasionally in their capacity as co-ordinators of all our Prayer Ministry, to enable strategic work in this area to progress. The MLT has rarely met during the Coronavirus Pandemic and its work in relation to pastoral oversight has been picked up by the creation of the Pastoral Team. The work in relation to Ministry and Leadership has been picked up by a combination of the Leadership Team, the IT team and the PCC.

Partners in Mission

This committee has delegated authority on behalf of the PCC to apportion our 10% tithe among the mission partners we support and other mission activities which fulfil published criteria. However, the committee has not met during 2020, and needs to be reconstituted.

Partners in Mission members when it last met were:

Jeremy Pinkney
Angela King
The Revd. Andrew Goddard (Chair) *from January 2013*

ODM Leadership Team

The Open Door Meal Leadership Team has responsibility for the safe and effective running of the ODM and for ensuring ongoing financial provision. They are also responsible, with the PCC, for developing the PCC's vision for the ODM. There is a need to expand the current team. This year there has been a pressure to manage the ODM under COVID-secure conditions. The current team are:

The Revd. Andrew Goddard (Chair)
Jamie Lobban
The Revd. Fung Lau
The Revd. Lis Goddard

Finance Sub-committee

The Finance Sub-Committee has met once in 2020, to advise on the formulation of the budget. The following people are part of the committee:

The Revd. Lis Goddard (Chair)
Florentina Augusto – Administrator/Centre Manager
The Revd. Andrew Goddard
Heather Cheesman – Independent Examiner
Helen Mealins – Treasurer *from October 2020*
Alice Chan - Bookkeeper

Bookings Review Committee

This Committee exists to apply our terms and conditions and to help the Centre Manager in making difficult decisions about lettings. It consists of:

The Revd. Lis Goddard (Vicar)
The Revd. Andrew Goddard
Dorothea Gopaul (Warden)
Dr Paul Hamley (Chair of the Buildings Committee)

Staffing Committee

This committee was set up by the PCC to help the Trustees to review staffing, job descriptions and the effective running of the office. The current members of this committee are:

The Revd. Andrew Goddard (Chair)
Dorothea Gopaul
Amabel Ealovega
Margaret Jellis
The Revd. Lis Goddard

Buildings Committee

The Buildings Committee is responsible for overseeing the maintenance, repairs and any possible building or conservation/restoration work on our significant buildings, always in consultation with the PCC. It consists of:

Dr Paul Hamley (chair)
The Revd. Lis Goddard
Dorothea Gopaul
Florentina Augusto (Administrator/Centre Manager)

School Building Committee

Towards the end of 2018 it became clear that the PCC needed a committee to take forward the work on the vision for the former St James the Less School Building. This committee consisted of:

The Revd. Lis Goddard
Dr Paul Hamley
Suna Gurkan
Anthony Metcalfe-Gibson
Veronica Garbutt
Heather Broberg

With the decision of the London Diocesan Board of Schools to reject our offers for the School Building, this committee was wound up at the beginning of 2020.

Pastoral Team

During COVID-19 when pastoral follow up, particularly of those who are isolated and unable to join online church became so important, we established a pastoral team. The Team meets fortnightly for an hour and reviews contacts, pastoral needs and urgent actions. The team consists of:

The Revd Lis Goddard
The Revd Andrew Goddard
The Revd Fung Lau
Ben Ealovega
Estelle King
Mary Willard
Theresa Pountney

The IT Committee

When lockdown started in March 2020 it rapidly became clear that we needed to develop our IT capability if we

were to move online. We therefore established the IT Committee. This consisted of the following people:

The Revd. Lis Goddard
The Revd. Andrew Goddard
Jonny Cox
Chris Took
Ben Ealovega

The Website Committee

During Lockdown one of the projects that became pressing was the re-design of the website. Jonny Cox committed professional resources towards this and a committee was formed to take it forward:

Jonny Cox
The Revd. Lis Goddard
The Revd. Andrew Goddard
Ben Ealovega
Amabel Ealovega
Veronica Garbutt

Vision and Mission Statement Sub-committees:

As a result of the work being done on the website it was agreed vital work needed to be done to review the church's vision and mission statements. An initial consultation was therefore carried out at the APCM in October. The results from that were taken to a PCC away day on Zoom and then 2 working groups set up. One to work on the Vision, Mission Statement and possibly a new Strapline:

The Revd. Lis Goddard
Helen Mealins
Estelle King
Chris Took
Amabel Ealovega

Because it was agreed to radically shorten the vision and mission statements and to separate out the theological language, a second working group was established to work on this, the 'Who we are and what shapes us/we believe group:

The Revd. Andrew Goddard
Suna Gurkhan
Ben Ealovega

Objectives and Activities of the PCC

St James the Less PCC has the responsibility of co-operating with an incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the church centre complex of St James the Less, Pimlico.

PCC Overview

Church attendance

There were 64 parishioners on the Church Electoral Roll for 2020. Due to the COVID-19 lockdown, which resulted in closure of the church for services (wholly or partly) over approximately three quarters of the year and with the move to online church services, it is not possible to give an accurate analysis of attendance numbers for the year.
It is worth noting here that the church could not open at certain times of the year because of Government requirements. In other words that it was not a voluntary matter that services were not held. At other points the reason for not holding live services was at the discretion of the Vicar and PCC responding to the state of emergency which had been declared by the Mayor of London.

The Parochial Church Council
St James the Less Church Westminster
Annual Report of the Trustees

PCC Review of the year for 2020

The PCC met eight times during the year with an average attendance of 98%.



Introduction to the year – overview



2020 has been a year like no other year. Although it started pretty normally with Messy Church, ODM, Pause, Revive, Silver Screen, Alpha and all the other things that make up a normal church round, everything was thrown into disarray by the arrival of Coronavirus and lockdown. It was remarkable how quickly we adapted and how, what could have been a complete disaster became a time of growth in unexpected ways.





We are definitely not the same as we were at the beginning of 2020 but we have definitely learnt so much through this year, about God and about each other.

From the beginning of the pandemic we have had 2 Chronicles 20:12 as our key verse:

“We don’t know what to do, but our eyes are fixed on you”

There is no doubt that this has formed us as we have learnt to keep our eyes on God, to focus on him, knowing that we can trust him, when we genuinely have no idea what tomorrow will bring.

Lis Goddard

1. The Move Online:

The last service we held at St James the Less before lockdown was the Sunday evening service on 15 March. Lis was self-isolating at the time and was able to join in the service via mobile phone - our first rudimentary experiment with online participation. We didn't know then that online was going to be the only way for us to meet as a church for some considerable time.

The Parochial Church Council
St James the Less Church Westminster
Annual Report of the Trustees



Despite having less than a week to get organised, we held our first, largely successful, Zoom service on Sunday 22 March. And in some ways we haven't looked back since then. We soon settled into a pattern of people participating in live services on Zoom, which were also available via Facebook at the same time and to watch later. Many of us learnt new skills with services such as Zoom, YouTube and Facebook, and how to juggle the use of cameras, microphones, PowerPoint presentations and videos.

Early on David Ewen was able to join us live from his hospital bed during a short stay in St Thomas's, demonstrating how new technology opened up the possibilities for increased access to and participation in our services. [Mention will be made later of another outside broadcast and a visit from a special guest.]



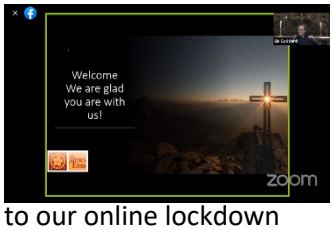
Jonny Cox provided invaluable help with the technical aspects of online broadcasting and with setting up the church for when we were able to use the building again. Lis was quick to research and sign us up for the extra licences that were needed to use music online, and to access pre-recorded hymns and songs.

Our thanks to Amabel and Ben Ealovega for a creative approach to holding our monthly Revive prayer meetings on Zoom, and for enabling us to have live music at both Revive and our Sunday services. Revive is perhaps the best example of how we've been able to adopt and adapt this new technology in imaginative and creative ways to enhance our corporate worship.



As well as replicating gatherings we had held in the church building, we also introduced new meetings to help people cope with lockdown and the pandemic. This included late evening Compline, daytime Coffee and Prayer times once or twice a week and occasional Zoom fun evenings.

Being online has suited some people more than others, and it seems likely we will continue with the hybrid services we introduced when restrictions were eased. Again we managed a (mainly!) smooth transition to having some of the congregation in church and others projected onto a screen. Andrew Goddard has done a great job of combining the physical and online aspects of services from his control desk at the back of church.

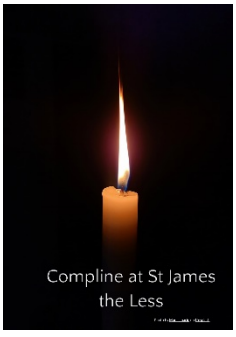


We have put a lot of effort into providing wifi hubs and tablets to those who didn't have easy access to data connections or lacked suitable hardware. The main downside to our online lockdown response has been those who have been unable to join us despite everyone's best efforts. Having said that, we've been joined by people from all over London and beyond, including Italy and India!

Chris Took

2. **Services:**

This has been a year like no other – it was impossible to keep a register of services from mid-March when the churches were closed and everything had to go online, as described by Chris (above). There were some real highlights this year as we developed a new way of being.



Easter was especially significant as we worshipped together in a new way. We journeyed together through Holy Week marking each day with a reflection on the journey to the Cross with Peter Walker's "In the Holy Land". In Holy Week we also discovered the joy of Compline – Night Prayer together on Zoom or Facebook Live. We shared this together every night through Holy Week and found it gave us structure as we journeyed through the rest of the lockdown. In subsequent lockdowns we held it 3 times a week as an anchor. On Easter Sunday we still managed the Dawn Service with a fire being lit in the Vicarage garden, filmed and broadcast on Zoom. We then had a 10am Easter Celebration with Ben leading the sung worship – and though separated we were still able to celebrate with real joy. Our



Easter Morning service was particularly special as we were joined, via Zoom, by Bishop Sarah, who visited us, along with other churches, to pray for us and to wish us a happy Easter.

We were able to open up again for hybrid services through the summer – juggling people in church, on Zoom and on Facebook live, and developed a pattern of having the church open for private prayer on a Tuesday punctuated with a said service of Holy Communion at 1pm. Sadly it didn't last and we found ourselves facing ever tighter restrictions as we headed towards Christmas. This meant that we had to be really creative about how we celebrated Christmas. We recorded our first online Carol Service, which Jonny Cox edited for us – it was great to have a real variety of people involved both from the church and community, including

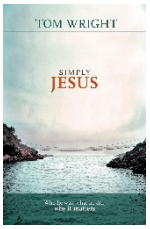




Elijah Augusto, David Ewen, Darlene Torey from LALGRA, Nickie Aiken MP, Councillor Jim Spencer and Suna Gurkan. Fung Lau led the prayers and the South Westminster Community Choir recorded 2 carols for us. It was great to have something to share, especially as the Carols on the Move which we had planned to take around the parish and which everyone was looking forward to had to be cancelled. Fortunately we did manage a Messy Christmas and a COVID secure Trail, but the Midnight and Christmas Morning services were our last before we needed to close again as London was put into a state of high alert.

Lis Goddard

3 Study Groups through Covid:



Having had our usual home groups on different days in early 2020, we moved in lockdown to having a single group meeting held on Wednesdays at 7.30pm via Zoom mainly led by Lis or Andrew and usually with 12-15 people attending including some who have not been part of home groups. This begins with about an hour of study and after completing our studies on 1 Corinthians we used the "Simply Jesus" course from Tom Wright and then the "Talking Jesus" course encouraging us to have confidence in sharing our faith. Both of these involved video input leading into group discussion. This was followed by Bible studies on different passages relating to Faith in the Pandemic. All these studies have concentrated on deepening our brothers' and sisters' faith during the Pandemic. We usually pray for each other following the studies in smaller groups in Breakout Rooms. During Holy Week many people also joined a daily study developed by Peter Walker with audio recordings reflecting on the last week of Jesus' life which we then discussed.



Fung Lau and Andrew Goddard

4. Prayer:

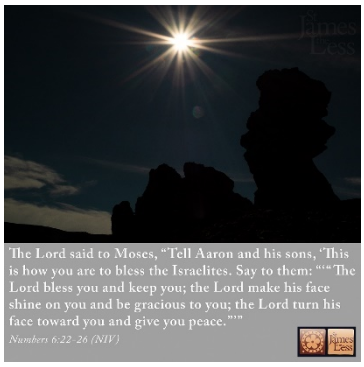
Throughout this year the church has found new ways to come together and pray for each other, our community and the wider world. Of key importance in the prayer life of the church this year have been meetings that started in lockdown and which we were able to do using Zoom. Coffee & Prayer happened usually twice a week and gave people a chance to catch up informally and then pray together. Compline (which happened six times a week at the height of the first lockdown) not only took place on Zoom but was also streamed on Facebook so that more people could join. Compline has been a time of real blessing and indeed the Aaronic blessing has become foundational to that meeting as people have blessed each other and the wider community at every meeting. The church has rediscovered the power and significance of has continued to be used on a regular basis throughout the year and Zoom Leadership Prayers has taken place every Sunday evening in place of the time that would be spent after the evening service praying for the events of the day, specific people and each other - always ending this time with the Aaronic blessing.







Men's Prayers, Women's Prayers and Revive moved from being in-person meetings at the beginning of the year to happening on Zoom from the end of March. While it took some adjusting it has been very encouraging to have people join us who couldn't make the in-person meetings previously.



While we were not able to have our usual in-person Day of Prayer as part of Thy Kingdom Come we had an encouraging afternoon on 31st May where, from home, members of the congregation took time slots and prayed for the church, the community, their 'pray for five friends' and spent time listening.

The PrayerChain has continued to be used on a regular basis throughout the year and Zoom Leadership Prayers has taken place every Sunday evening in place of the time that would be spent after the evening service praying for the events of the day, specific people and each other - always ending this time with the Aaronic blessing.

Ben and Amabel Ealovega

5. Pastoral Care and Service:
Pastoral Care Team – and others

When lockdown began, we realised that we needed to provide additional ways of providing pastoral support particularly for those unable to make it to church (when open). During this time, we have kept in touch by regular phone calls, pastoral walks, giving prayer booklets as well as links to internet resources. The Pastoral Care Team was formed and has met fortnightly to review needs and to pray.

Estelle King and Fung Lau



A year of Risk Assessments



Inevitably when we have been able to be open during COVID-19 we have had to be on top of Risk Assessments. 2020 was the year of Risk Assessments, ever changing, constantly evolving as the advice developed and the situation shifted. We had RAs for the church, the Centre and for every activity we undertook therein, each with its own particular quirk, but all based around social distancing, hand washing/sanitising, constant anti-viral cleaning, face masks and good ventilation. The more we learned the better we got at it.

Lis Goddard

The Open Door Meal was one of the earliest casualties of lockdown. After starting well in January and February,



we had to cancel the meal on Friday 13th March as Lis was unwell and had to self-isolate. Our original hope to provide a takeaway proved to be impossible with lockdown and so the meal had to close. Over the summer we developed a Covid-Secure means of providing a sit-down meal, socially distanced, across 3 rooms, with 2 sittings. This ran from October up to the Christmas Meal (over 3 sittings) and was greatly appreciated by the guests but then had to close again due to lockdown. It has relied on a committed team of volunteers adapting to a different pattern of meal and we are really grateful to them all. We were also able to raise significant funds for the meal from the sale of designer clothes received following the death of Pure, one of our regular volunteers. These funds will specifically go towards a Community Outreach Worker who will work with the ODM. We are grateful to her family for the gift of these and the help of Heather Broberg and people at St Michael's, Chester Square who organised and hosted a sale in March.

Andrew Goddard

The Parochial Church Council
St James the Less Church Westminster
Annual Report of the Trustees



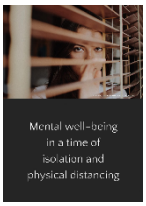
This year we couldn't share **Christmas lunch** together in the Centre as we usually would do, so after our Christmas service (which was the last live service until Easter), full Christmas lunches, with all the trimmings, were packed up and delivered, by foot or by car, to people who would otherwise have been alone. We are nothing if not resourceful!

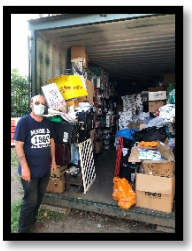


Engaging with the Community

As part of our support for our wider community during COVID-19 as well as the ongoing pastoral care, we also supported the setting up of a the Community Food Bank at Ebury Food Surplus. This became, and continues to be, a key life-line for many local people providing both perishables and non-perishables without imposing a limit. We also used our website to disseminate information on where food was available – through food banks, where residents could access food deliveries, and which local shops and restaurants were open and when. We also posted information about Mental well-being during isolation and in the Pandemic.

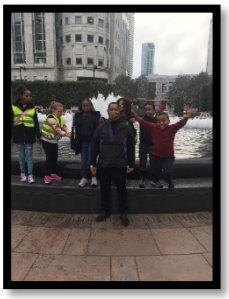






Lis Goddard

6. Work with Children and Families and schools:



Outbreak during 2020:

In 2020 the whole world ground to a standstill in the month of March. Outbreak had to think about what they could do to still connect with their community. One of the big issues was, we had employed a new employee to replace Ian Mullens. Even though the new employee had accepted the job, she had not yet started. But in April Sarah Agnew had finally turned up exactly this time last year on the 23rd April 2020.

Since Sarah turned up this is what we achieved through lockdown:

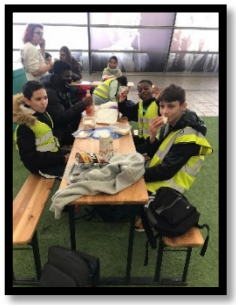
- **Re:Source:**

We went straight into a training course on planting a new ministry, which would be a resource for the local churches to help them be more effective in their evangelism and youth work. We hoped that at the end of the course, we would do a presentation that could have given us a grant that could help us start a new arm of the Pimlico Foundation. The reason for having a new arm to The Pimlico Foundation additional to Outbreak was, this would help us to be more overtly Christian in what we do towards our community. What we intended to do was evangelism in schools, community, starting a Christian Union, providing training for churches on evangelism, youth work and youth discipleship etc. We did not get the grant, but we made a big impact, the vision is still alive and waiting on funding.

- **Zoom:**

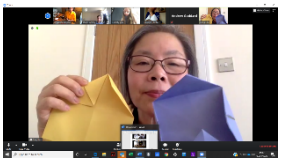
We started to get used to the new video service named Zoom. We had never heard of this, but we started to use it to have our meetings and to reach out to our young people who we had relationships with. We carried out Zoom sessions trying to find out how the community was doing, and we played games online with them, we also did cooking online. We had a good time.

- **Church United:**



Outbreak joined up with other churches to provide a food programme to the community, as we knew that there will be families that would not be eating much through the pandemic due to their financial situations. So, Outbreak orchestrated the food programme with St James the Less, St Michael's, St Stephen's, Emmanuel Church, Holy Apostles and St Gabriel's, to provide hot food every weekday for 4 weeks. Outbreak also provided a holiday club for half of a day, five days a week for 3 weeks, to help parents get their children out of their houses. At the end of the 4-week food programme we had fed 700 meals to the community and we had great testimonies from families that were struggling.

- **Messy Church Online:**



We were able to do an online Messy Church for families at home, where families did crafts and activities. We also had them zooming around their front rooms with the lovely kids' song "Zoom Zoom Zoom around the Room Room Room", very apt for the technology we had to use to reach the families. We had lots of fun and Lis was able to share the gospel with them online.

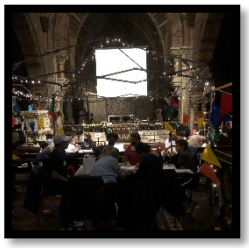


(*Mark Liburd and Sarah Agnew*)

And at St James the Less….

It was great to be able to partner with Outbreak on so much of what they were doing in 2020 and several other things:

- **COVID Messy Church**



As well as Messy Church online towards the end of the year, when worship was once again allowed we managed to hold two Messy Churches, one was a Light Party and the second was for Christmas. Both had several 'sittings', one for Special Messy Church on a separate day and then on the single day 2 sittings to allow us to be COVID secure, with each family unit seated at a separate table. Everyone who came booked in via ChurchSuite which made it very easy to manage.





- **Pause**



Pause was going really well when we had to stop for lockdown. A real community had developed. We were able to re-start it briefly in towards the end of the year for just 15 children, but it was then re-closed as the lockdown was revived at Christmas.

- **Junior Church**

Whilst Junior Church had found a rhythm pre-lockdown, it was still small, but we had a small group of helpers who prepared input for the children who came each week. Sadly going online just didn't suit our families and children at all and they were real casualties of the transition. Lis developed a system of sending out an email with resources out to families each Sunday for them to engage with if they want to.

- **Trail**





It was sad not to be able to welcome the schools in for the Easter Trail in 2020 and, initially, it looked as if it would be the same for the Christmas Trail. However we were able to work out a way to do it in a COVID-secure way which meant that we were able welcome c. 100 children through.

- **Family deliveries of Advent candles**

We were aware that we would be able to do very little 'in-person' for our families through Advent and Christmas, so we delivered Advent Candles with the names of Jesus on them to our families to help them celebrate the run-up to Christmas through Advent. The candles were accompanied with a sheet printed with a Bible verse to look up for each name on the candle.

The Parochial Church Council
St James the Less Church Westminster
Annual Report of the Trustees

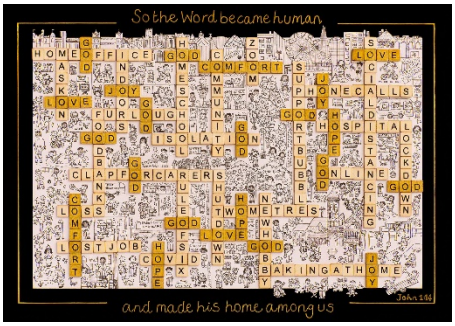
Lis Goddard

7. Creative church:





At the start of the lockdown in March it was decided that as a church we should be trying to reach out to those in our church, community and beyond and look to bring encouragement, hope and comfort in this potentially very difficult period. Every day from 30th March, for 100 days, a photo was carefully matched with an appropriate Bible verse and posted with a short comment or reflection on social media and our website. These photos were chosen prayerfully and prophetically from Ben's archive.



With this increased significance of our online presence a website design group was convened in June to work on the church website redesign, as well as general branding. A massive thank you must go to Jonny Cox and the team from his company for all the time, resources and excellent work.
In preparation for Christmas Amabel designed and created a Christmas card focusing on the verse John 1:14. The purpose was to reflect on and remind us of God's loving presence amongst us throughout this challenging year. Once printed (with details of our Christmas events) the final cards were signed by Lis and distributed around the parish by hand as usual.

Ben and Amabel Ealovega

8. Staff:

This year has not been an easy one for Jeremy Pinkney and Flo Augusto with no pastoral assistant, the closure of the Centre during lockdown, and the personal impact of Covid. The government's scheme enabled us to furlough Jeremy during the first lockdown but Flo continued to be employed full-time. Alice Chan has continued as our Book-keeper enabling us to manage our finances well. The Staffing Committee has worked particularly hard in overseeing all this and in revising our Staff Handbook which involved an enormous amount of work by Margaret Jellis. We were also able to have an HR audit from the diocese which has been helpful. Plans continue to employ a Community Worker but have been put on hold as a result of Covid, although applications have been made and a grant received from the Edward Harvist Trust.

Andrew Goddard (Chair of Staffing Committee)

9. Structures and financial review:

- **ChurchSuite**

At the end of August 2020 we took out a subscription to ChurchSuite (a software programme designed to support the efficient management and administration of churches). We have already seen the benefits of this in ensuring our compliance to General Data Protection Regulation (GDPR) and have used it to manage online and mobile bookings for church events, including COVID-Messy Church and the Christmas ODM.
We have plans in the coming year to extend its use to support our Home Groups, manage volunteer rotas, develop our booking system for church events and the hire of the Centre, and receive online donations.

- **ExpensePlus**

After its introduction and a lot of hard work in 2019, the Finance Team (comprising our administrator, bookkeeper, current and ex-Treasurers with support from our Vicar and Independent Examiner) set about mastering the use of ExpensePlus - the Fund Accounting software designed for churches and charities. With remote access and co-ordinated effort (with the team all working in separate locations and on different time

zones) we managed our income and expenditure throughout the year in a timely way, and in spite of COVID-19 disruptions to back-office operations and Centre and Church life, achieved the fastest year-end closure of the accounts that our Independent Examiner could remember.
The system has proved invaluable throughout the year in helping the PCC to track its financial performance against the budget, and to manage its cash position and funds in the face of great financial uncertainty resulting from the forced closure of the Centre and Church due to COVID-19 pandemic restrictions.
With the dedicated and much appreciated support of our regular givers, and tight oversight of our outgoings, we ended the year with a net income deficit on the General Fund of £18,041 (before transfers) despite a 40% drop in our income against budget (in large part due to a drop in income from the hire of the Centre).

- **Bank Accounts**

In November 2020 we closed one of our Co-op bank accounts and transferred the balance of the historic VDF restricted funds to our CAF Gold VDF account. This is mainly (though not entirely) made up of designated monies. There is a policy of using the restricted VDF money first for flexibility.
At the end of 2020 the church held five bank accounts, including the one remaining Co-op account that is barely used. However, because some parishioners are still giving regularly into this account, we have decided to continue to keep it open. We are able to manage transactions and receive statements for our three CAF bank accounts online and aim in 2021 to put similar arrangements in place for our Lloyds Bank account that holds Renewal Fund monies.

- **Reserves and decisions made**

Despite our changed financial circumstances in 2020, we continued to honour our commitment to the Diocesan Common Fund and during the year contributed £42,500 towards the costs of the church's mission and ministry across the Diocese of London and the placement of a vicar in nearly every Parish, including our own.

DIOCESE OF LONDON

Towards the end of the year (in November 2020), aware of the ongoing restrictions limiting our ability to raise income from the hire of the Centre, the PCC took the difficult decision to reduce our offer to the Common Fund for 2021 to £30,000. The Diocese appreciated the PCC's willingness to use reserves to sustain Common Fund giving in 2020 and into 2021. The Diocese acknowledged our challenging financial situation and noted that should our offer prove to be unsustainable during 2021, they remain open to "having further conversations as the year progresses".
In December 2020, anticipating the net income deficit and continued closure of the Centre the PCC took the decision by email to transfer designated monies from the Monk Fund (£15,049 Mobile Mast income) and VDF designated fund (£3,000, which was part of the amount transferred into the VDF from the General Fund in 2019) to the Unrestricted General Fund. These were exceptional decisions taken to ensure our liquidity while we waited for outstanding Gift Aid claims from 2017 to 2019 to be submitted and paid to us.
We continue to owe £300,000 to the Ministry Housing Fund that we borrowed in 2014 in order to complete works on refurbishment of the Centre. This will be repaid as funds allow and will be used to purchase a property for a minister.

Helen Mealins (Treasurer)

10. An ongoing Saga – The Playground

It was noted in the 2019 Annual Report at section 24 that the London Diocesan Board of Schools had successfully applied to the Land Registry to register itself as the holder of the legal title to the playground situated within the curtilage of the Church building and abutting the School Building. During 2020 the Incumbent and Dr Paul Hamley (Chair of the SJTL Buildings Committee) met (via an online meeting) with representatives of the Diocese of London and other parties to discuss STJL's claim to be recognised as having legal title to the playground. Investigations regarding the title and ownership of the playground (including to rectify title) are ongoing.

Anthony Metcalfe-Gibson (Lay Chair of PCC)

11. Deanery Synod Report

The first meeting of the triennium of Westminster (St Margaret) Deanery Synod was held on Monday 22nd February 2021 on Zoom. It was somewhat disorganised - probably too many people for this medium - and new representatives were not introduced. I was disappointed by this. First up was the Election of Officers and Members of the Deanery Standing Committee. The Education Report disclosed plans to work more closely with local schools. The Revd. John Pearson-Hicks asked if any of the new DS representatives would like to join the Deanery Education Committee. I volunteered. The Finance Report revealed that the Deanery Bank Account with Nationwide has to close as the type of account is no longer supported by the bank. It was proposed to transfer funds to a new account to be held at NatWest. Then The Venerable Adam Atkinson, Archdeacon of Charing Cross, reported on the Area Plan and ambitions for parishes to work in greater partnership within the Deanery.

Veronica Garbutt (Deanery Synod Rep)

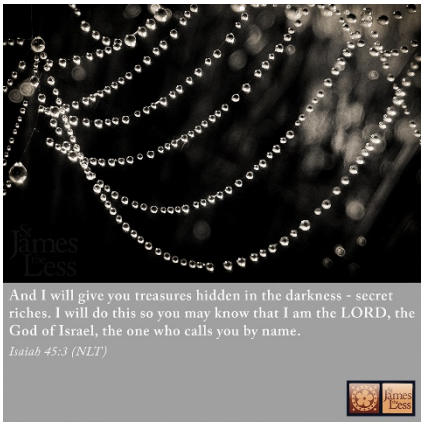
12. The Wider Church - work done by Clergy in the diocese and wider church:

Lis – it is expected that clergy will be available to use their skills beyond their parish. Some do this more than others. Lis is variously involved within the local Community, the Deanery, the Diocese and the Wider Church. Locally she is a member of 2 local Residents Associations, including being on the Committee of LALGRA (Lillington and Longmore Resident's Association). She also chairs the Steering Group of Outbreak and line manages Mark Liburd, the Senior Youth Worker; she is an Ex Officio member of The Pimlico Foundation Trustee Board. She is currently the Convenor of Westminster Prayer Network – a group for local evangelical Clergy.
Within the Deanery she was asked to take on responsibility for Funeral Planning during the first Lockdown; this was expanded to include all of the Two Cities Episcopal Area. Since 2018 she has been chairing a group working on a Deanery Strategic Plan. This has evolved over the past year in response to an initiative from Bishop Sarah. Something around this will come from the Deanery to the PCC and wider church over the coming year. Off the back of this Lis was recently elected to join the Deanery Standing Committee.
On a diocesan level Lis serves as a Ministerial Reviewer for clergy within the diocese and as a Bishop's Assessor for those exploring ordination. She is also currently on the Diocesan MDR Review Committee which is looking at how the MDRs (Ministerial Development Review) can best be re-structured and developed. She is also on Diocesan Synod.
Within the wider Church Lis Chairs The Junia Network (formerly called AWESOME), which is a group for evangelical ordained women within the Church of England. As part of her work with TJN she is a member of the Archbishop's Transformations Steering Group and TRIG (the Transformations Research and Implementation Group); both these groups work for the development of women's ministry within the wider Church. Lis was elected to the General Synod of the Church of England in November 2020. General Synod is the governing body of the Church of England. In March 2021 she was elected as Co-Chair of CEEC (Church of England Evangelical Council). She will therefore be stepping down as Chair of the Junia Network and consequent involvements in October 2021.
Andrew's non-stipendiary role as Assistant Minister is part of a portfolio of different roles he has in academia and the wider church. In 2020 a lot of his time was spent as a member of the Co-Ordinating Group of the Church of England's Living in Love and Faith (LLF) project relating to Christian teaching and learning about identity, sexuality, relationships and marriage. Working with a team of academics and bishops on this since 2017, he was closely involved in the production of various materials (particularly the 468 page book and 5 session course) which were launched in October. He also continued teaching Christian Ethics for Ridley Hall and the wider Cambridge Theological Federation and for Westminster Theological Centre and teaching on areas of Christianity and Politics for the CARE Graduate Programme. He is a member of the Working Group of the Church of England Evangelical Council (CEEC), a small team which meets regularly to oversee CEEC's work between the annual Council meetings. In addition, he has continued to research and write on various theological and church matters.
Fung – is a Self-supporting minister at St James the Less. As well as being Assistant Minister at SJTL, she is on the full time staff of a Community Centre, a member of the Chinese clergy group in the Church of England in order to support each other, and supports her husband's ministry in the Chinese community in Kent.

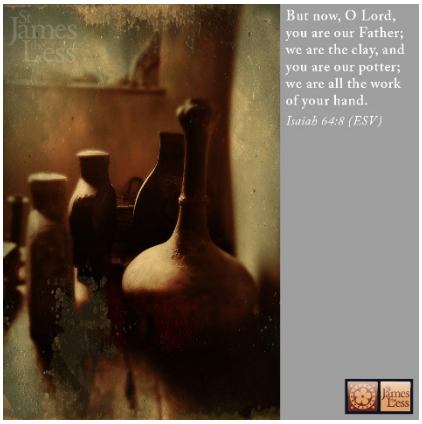
Fung, Andrew and Lis

13. Looking Forward

3. Looking Forward



2020 has been a year when we have learnt that we can do much more than we thought we could, that God is faithful and that he can do much more than we expected, even in a pandemic. It was a year when we were surprised, a year when we learnt to pray, when we learnt the power of blessing and the vital importance of lament. It was also the year when we re-learnt what an important message we have to share.



Looking forward we hope and pray that what we have learnt will shape us, whatever the future holds and that we will allow God to continue to shape and transform us into people who follow him, wherever he leads us.

2020 Financial Review

The budget for 2020 was determined by the PCC in November 2019. The PCC carried out regular scrutiny of costs presented through a Treasurer's report at each meeting during the period. The Statement of Financial Activities shows the income and expenditure for the period, with further detail given in the notes to the financial statements.

Risk Assessment

The PCC, through the staff, continues to give consideration to the major risks that the church is exposed to, to assess the likelihood of the risks occurring and the likely level of impact the risks pose, in conjunction with new diocesan guidelines. They have also considered the controls that are in place for these risks and have identified any necessary areas for action. This is an ongoing process that the PCC undertakes to ensure that the operations of the church are adequately protected against the risks it faces in achieving its strategic objectives. This year the church has organised a new Risk Assessment with regard to the St James the Less Centre. The PCC has a current Safeguarding Policy in place and requires all bookers of the Centre and Church to agree to it.

Reserves Policy

It is the policy of the Council (agreed with church members at the APCM) to maintain unrestricted funds, which are the free reserves of the Church, at a level which will provide sufficient funds to cover the normal ministry, management and administration costs of the Church for a minimum of one month (but, ideally three months) and any emergency expenditure as it should arise. Additional reserves are set aside where, in the view of the Council, it is prudent to allow for future expenditure plans. The level of free reserves at 31 December 2020 stood at £112,733 (2019: £122,578)

Approved by the PCC on 25th April 2021

And signed on its behalf by

Elisabeth Goddard
Vicar

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

ON THE UNAUDITED ACCOUNTS OF

PCC OF SAINT JAMES THE LESS

For the purposes of those charity funds on pages 17 to 23 for the year ended 31 December 2020 which require an independent examiner's report, we confirm the following:-

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

• examine the financial statements (under section 145 of the 2011 Act);

• to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act);

• state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes considerations of any unusual items or disclosures in the financial statements, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statements below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention

1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements:

• to keep accounting records in accordance with s130 of the 2011 Act; and

• to prepare financial statements which agree with the accounting records and to comply with the accounting requirements of the 2011 Act; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



H Cheesman FCA
Chichester Accounting
104 Stockbridge Road
Chichester
West Sussex
PO19 8QP

12th March 2021

	notes	Unrestricted funds	Designated funds	Restricted funds	2020 Total £	2019 Total £
Incoming resources from generated funds		-	-	-	**-**	-
Voluntary income	***9***	59,710	-	9,408	**69,118**	80,019
Activities for generating funds	***10***	1,223	-	3,803	**5,026**	2,631
Investment income	***11***	-	47	5	**52**	108
Income for charitable activities	***12***	41,883	15,040	-	**56,923**	125,543
Total income		**102,816**	**15,087**	**13,216**	**131,119**	**208,301**
Costs of generating funds						
Cost of generating voluntary income	***13***	-	-	46	**46**	21
Charitable activities	***14***	120,857	6,152	11,177	**138,186**	266,732
Total expenditure		**120,857**	**6,152**	**11,223**	**138,232**	**266,753**
Income / (expenditure) before transfers		**(18,041)**	**8,935**	**1,993**	**(7,113)**	**(58,452)**
Transfers between funds	***15***	**14,700**	**(15,208)**	**508**	**-**	**-**
Net incoming/(outgoing) resources before other gains/(losses)		**(3,341)**	**(6,273)**	**2,501**	**(7,113)**	**(58,452)**
Gains / (losses) on investment assets		(131)	-	(3,655)	**(3,786)**	58,331
TOTAL INCOME / (EXPENDITURE) FOR THE YEAR		**(3,472)**	**(6,273)**	**(1,154)**	**(10,899)**	**(121)**
Balances brought forward		64,524	57,954	376,918	**499,396**	499,517
Balances carried forward		**61,052**	**51,681**	**375,764**	**488,497**	**499,396**

	notes	Unrestricted £	Designated £	Restricted	**2020 Total £**	2019 Total £
Fixed Assets	***5***	-	1,073	-	**1,073**	4,909
Investments	***8***		-	289,792	**289,792**	293,578
		-	1,073	289,792	**290,865**	298,487
Current Assets						
Debtors	***6***	37,423	-	-	**37,423**	40,870
Cash at Bank - Current Account		37,849	65,648	85,972	**189,469**	185,956
Total current assets		75,272	65,648	85,972	**226,892**	226,826
Liabilities						
Creditors due within one year	***7***	(14,220)	(15,040)	-	**(29,260)**	(25,917)
Net current assets		**61,052**	**50,608**	**85,972**	**197,632**	**200,909**
Creditors						
Amounts falling due after more than one year		-	-	-	**-**	-
Total Net Assets		**61,052**	**51,681**	**375,764**	**488,497**	**499,396**
Parish Funds	***15***					
Unrestricted		61,052	-	-	**61,052**	64,524
Designated		-	51,681	-	**51,681**	57,954
Restricted		-	-	375,764	**375,764**	376,918
		61,052	**51,681**	**375,764**	**488,497**	**499,396**

Approved by the Parochial Church Council on 22nd March 2021 and signed on its behalf by:



L Goddard

The attached notes (1 - 15) form part of this statement.

1 Accounting polices

Accounting convention

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and in accordance with the Charities SORP 2005. The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standards for Smaller Entities (effective 2008) and the Charities Act 2011.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Fixed Assets

Fixed assets are held at historic cost less depreciation. Included within tangible fixed assets is Leasehold property and no depreciation is charged on the property as it is the trustees' policy to maintain the buildings in a continual state of sound repair so any depreciation would not be material. The Council considers that the lives of these assets are so long and the residual values so high that their depreciation is insignificant. Depreciation is calculated on a straight line basis and written off over the life of the asset according to the class of asset as follows:

Office, centre and church equipment	20% on cost
Leased assets	Over the remaining period of the lease
Leasehold property	1% per annum straight line

Taxation

The charity is exempt from tax on its charitable activities.

Investments

Investments are included at closing mid-market value at the balance sheet date. Any gain or loss on revaluation is taken to the SOFA.

Finance leases

Assets held under finance leases and the related lease obligations are included at the fair value at the inception of the lease. Depreciation on leased assets is calculated to write off this amount on a straight-line over the shorter of the lease term and the useful life of the asset.

2 Trustees' expenses and remuneration

There was no trustees' remuneration for the year ended 31st December 2020 nor for the year ended 31st December 2019.

Trustees Expenses

In the year to 31st December 2020, no Trustees were paid for expenses (2019: £nil).

3 Related parties

The charity is controlled by the trustees.

4 Common Fund

The PCC makes payments to the Common Fund of the London Diocesan Fund to help meet the cost of providing a full time stipendiary priest including their housing and pensions. The agreed Common Fund contribution from Saint James the Less during 2020 was £42,500 (2019: £41,000).

5 Fixed Assets

	Office fittings and equipment	Centre fittings and equipment	Church fittings and equipment	**Total**
Cost				
Brought forward	4,458	24,971	28,289	**57,718**
Additions				**-**
Carried forward	4,458	24,971	28,289	**57,718**
Depreciation				
Brought forward	4,458	20,062	28,289	**52,809**
Charge in the year	-	3,836	-	**3,836**
Elimination in the year	-	-	-	**-**
Carried forward	4,458	23,898	28,289	**56,645**
Net Book Value				
At 31 December 2020	**-**	**1,073**	**-**	**1,073**
At 31 December 2019	-	4,909	-	4,909

6 Debtors

	2020	2019
	£	£
Income tax recoverable	**37,423**	40,870
Total	**37,423**	40,870

7 Creditors due within one year

	2020	2019
	£	£
Accrual	**14,220**	10,877
Income in advance	**15,040**	15,040
Total	**29,260**	25,917

8 Investments

Movements in the year	£
Market value at 1st January 2020	293,578
Additions	-
Disposal	-
Revaluation	(3,786)
Market value at 31 December 2020	289,792

Holdings at 31 December 2020

£95,000 with CCLA split with £80,000 in the Investment Fund and £15,000 in the Property Fund
£92,260 with M & G Charifund

9 Voluntary Income	Unrestricted	Designated	Restricted	Total 2020 £	Total 2019 £
Gift aid donations	24,905	-	2,252	**27,157**	32,961
Gift aid recovered	6,904	-	808	**7,712**	6,700
Other planned giving	16,605	-	1,000	**17,605**	14,454
Open plate collections	1,348	-	52	**1,400**	7,185
Sundry donations	1,823	-	1,296	**3,119**	11,469
Legacies	-	-	-	**-**	-
Grants received	8,125	-	4,000	**12,125**	7,250
Total	59,710	-	9,408	**69,118**	80,019

10 Activities for Generating Funds	Unrestricted	Designated	Restricted	Total 2020 £	Total 2019 £
Sales	1,223	-	3,803	**5,026**	2,631

11 Investment Income	Unrestricted	Designated	Restricted	Total 2020 £	Total 2019 £
Interest and dividends	-	47	5	**52**	108
Rent	-	-	-	**-**	-
Total Grants and Legacies	-	47	5	**52**	108

12 Income for Charitable Activities	Unrestricted	Designated	Restricted	Total 2020 £	Total 2019 £
Parochial fees	507	-	-	**507**	919
Hire of Premises	41,376	15,040	-	**56,416**	124,624
Total	41,883	15,040	-	**56,923**	125,543

13 Costs of Generating Voluntary Income

	Unrestricted	Designated	Restricted	Total 2020 £	Total 2019 £
Building renovations	-	-	-	**-**	-
Costs of sales		-	46	**46**	21
Total	-	-	46	**46**	21

14 Charitable Activities

	Unrestricted	Designated	Restricted	Total 2020 £	Total 2019 £
Mission giving	3,323	7,100	-	**10,423**	6,101
Vicar's discretionary giving	-	-	2,820	**2,820**	123
Centre costs	920	-	-	**920**	2,186
Common fund	42,500	-	-	**42,500**	41,000
Administrative costs	37,872	-	-	**37,872**	48,080
Activities	1,846	-	-	**1,846**	3,788
Return of unused grant	-	-	-	**-**	1,795
Bank charges	65	-	-	**65**	68
Church/ Centre running costs	24,938	395	-	**25,333**	36,785
Church maintenance	-	(5,179)	5,610	**431**	17,299
Open Door Meal	-	-	2,747	**2,747**	4,977
Service costs	3,052	-	-	**3,052**	2,915
Schoolroom costs	4,771	-	-	**4,771**	2,475
Building renovations	-	-	-	**-**	93,146
Vicarage costs	570	-	-	**570**	
Depreciation	-	3,836	-	**3,836**	4,994
Governance costs	1,000	-	-	**1,000**	1,000
	120,857	6,152	11,177	**138,186**	266,732

15 Funds	Fund balances brought forward	Incoming resources	Outgoing resources	Net incoming/ outgoing resources	Transfers	Gains and losses	Fund balances carried forward
Unrestricted							
General fund	**64,524**	102,816	(120,857)	**(18,041)**	**14,700**	**(131)**	**61,052**
Designated funds							
Monk	**25,309**	15,086	948	**16,034**	**(15,040)**	**-**	**26,303**
Partners in Mission	**16,145**	-	(7,100)	**(7,100)**	**3,340**	**-**	**12,385**
Tower room	**-**	-	-	**-**		**-**	**-**
Vicar's	**16,500**	1	-	**1**	**(3,508)**	**-**	**12,993**
Restricted							
Vicar's	**1,686**	798	(2,820)	**(2,022)**	**508**	**-**	**172**
Other	**1,320**	-	-	**-**	**-**	**-**	**1,320**
Education	**11,170**	1,000	-	**1,000**	**-**	**-**	**12,170**
Renewal	**833**	1,022	(5,610)	**(4,588)**	**-**	**-**	**(3,755)**
Ministry housing	**328,776**	-	-	**-**	**-**	**(3,655)**	**325,121**
Community worker	**26,111**	7,803	(46)	**7,757**		**-**	**33,868**
Open Door Meal	**7,022**	2,593	(2,747)	**(154)**	**-**	**-**	**6,868**
	499,396	131,119	(138,232)	**(7,113)**	**-**	**(3,786)**	**488,497**

Unrestricted Funds:
The Unrestricted Funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated and Restricted funds
These funds are for specific purposes and cannot be used for anything other than their specified purpose.
The Monk fund is set aside for major repair work to the church building and centre.
The donations fund is 10% of relevant general fund donations received, set aside to be given away for mission work only.
Donations to the Vicar's discretionary fund are given to relieve financial hardship. The designated fund was re-allocated by the PCC and the funds were transferred to the General Fund but will be repaid when funds allow.
Other restricted donations may be for a range of people or causes as specified by the donor.
The renewal fund is for the renewal and restoration of the church premises.
The designated renewal fund has been used for the repair of the Parish Centre.
The Ministry Housing fund is the correct name for the money given to purchase a property for a minister. This has been sold and the funds were lent to the renewal fund and the centre work. There is currently about £300,000 outstanding on this loan which will be repaid when funds allow.